

ORDER

8610.5F

PARACHUTE RIGGER EXAMINER HANDBOOK



June 8, 1995

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

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RECORD OF CHANGES

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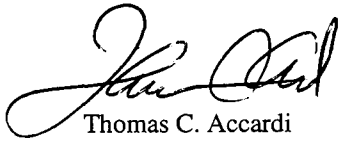
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FOREWORD

This order is to be used as policy for administering all parachute rigger oral and practical tests. This order provides standardized procedures which shall be used by persons responsible for administering parachute rigger oral and practical tests. Compliance with these standardized procedures will assure that applicants meet a satisfactory level of competence and workmanship required for certification. This order stresses the Federal Aviation Administration's (FAA's) policy of placing greater emphasis on the parachute rigger oral and practical tests. This order does not relieve FAA personnel from the responsibility of instructing and guiding designated parachute rigger examiners (DPRE's).

The standardized procedures contained in this order apply to DPRE's and FAA Aviation Safety Inspectors (Airworthiness) (hereafter referred to as inspectors) authorized to conduct parachute rigger oral and practical tests. This order supersedes all prior orders concerning the administration of parachute rigger oral and practical tests. This order also applies to all inspectors who approve/disapprove application and testing files for parachute riggers.

Changes to this order and additional instructions will be issued as necessary to meet changing conditions and new regulations or procedures. All persons issued this order will be expected to insert changes as they are received.



Thomas C. Accardi
Director, Flight Standards Service

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CHAPTER 1. INTRODUCTION

1-1. PURPOSE. This order is to be used as policy for administering all parachute rigger oral and practical tests. This order provides standardized procedures which shall be used by persons responsible for administering parachute rigger oral and practical tests. Compliance with these standardized procedures will assure that applicants meet a satisfactory level of competence and workmanship required for certification. This order stresses the FAA's policy of placing greater emphasis on the parachute rigger oral and practical tests. This order does not relieve FAA personnel from the responsibility of instructing and guiding Designated Parachute Rigger Examiners (DPRE's).

1-2. DISTRIBUTION. This order is distributed to the division level in the Office of Flight Standards; to the Airworthiness Branch at the FAA Academy; to all regional Flight Standards Divisions; to all Flight Standards District Offices (FSDO's); to all International Field Offices (IFO's); and to DPRE's.

1-3. CANCELLATION. This order cancels Order 8610.5E, Parachute Rigger Examiner Handbook, dated June 9, 1994.

1-4. EXPLANATION OF CHANGES.

a. Adds information on the National Examiner Board (NEB) and the examiner selection process. (Appendix 4 has been added for this purpose.)

b. Clarifies the issuance of FAA Form 8430-9, Certificate of Authority.

c. Requires applicants (initial and renewal) to use new FAA Form 8110-28, Application and Statement of Qualification (DME - DPRE).

d. Adds a note requiring names be printed in ink as well as signed.

e. Changes all references of Airmen Certification Branch (AVN-460) to Airmen Certification Branch (AFS-760).

f. Updates Appendix 3, Nationality (Citizenship) To Be Used To Complete Block I of FAA Form 8610-2, Airman Certificate And/Or Rating Application.

1-5. GENERAL. The procedures contained in this order apply to DPRE's and to inspectors authorized to conduct parachute rigger oral and practical tests. The test consists of oral questions and practical projects in each of seven subject areas:

a. Certification.

b. Privileges, Limitations, and Operating Rules.

c. Packing Parachutes.

d. Parachute Operation and Care.

e. Parachute Construction Details.

f. Parachute Repair.

g. Parachute Alteration.

1-6. PARACHUTE RIGGER CERTIFICATION POLICY. Greater emphasis must be placed on the parachute rigger oral and practical tests to determine if an applicant's performance is acceptable or unacceptable. The primary discriminator in the parachute rigger certification process is the oral and practical test. The level of basic parachute rigger skills desired by the FAA will be assured if a standard grading criterion is used to evaluate applicants, and tests are conducted with objectivity.

1-7. DESIGNATION ISSUED. One designation, parachute rigger examiner, will be issued. The DPRE conducts senior and master parachute rigger oral and practical tests for the parachute types for which the DPRE is rated.

1-8. DESIGNEE MATERIALS. The supervising FSDO should provide each designee with supplies appropriate to the designation. The following supplies are necessary for the performance of DPRE duties and must be returned to the supervising FSDO when the designation is surrendered or terminated. Orders and FAR's should be issued prior to attending the Initial Technical Airman Examiner Standardization Seminar.

a. Order 8610.5F, Parachute Rigger Examiner Handbook.

b. Parachute Rigger Oral and Practical Test.

NOTE: Oral and practical test booklets will be obtained by the supervising FSDO from Distribution Services (AMI-300C) located in Oklahoma City, Oklahoma.

c. FAA Form 8610-2, Airman Certificate and/or Rating Application (Stock No. 0052-00-026-8004).

d. FAA Form 8060-4, Temporary Airman Certificate (Stock No. 0052-00-049-5001).

e. FAR Part 65, Certification: Airmen Other Than Flight Crewmembers.

f. **FAR Part 183**, Representatives of the Administrator.

g. **Parachute rigger seal symbol assignment cards**, by request as needed.

1-9. SECURITY. Each DPRE is responsible for establishing and carrying out appropriate security procedures.

a. **Importance of Security.** The security of the parachute rigger oral and practical test booklet is important to prevent compromise and to ensure that airman applicants meet the aeronautical skill standards for parachute rigger certificates and ratings. The contents of the oral and practical test booklet shall not be deliberately given to persons who are not authorized representatives of the Administrator. Any public request for material in the test booklet shall be referred to the supervising FSDO.

(1) The oral and practical test booklet may bear the DPRE's name, address, or any other identifying markings.

(2) The oral and practical test booklet may be reassembled, marked, highlighted, or notated by the DPRE as necessary to make it a convenient, functional document.

(3) If the oral or practical test booklet is lost, stolen, destroyed, or becomes unusable, the DPRE must immediately notify the supervising FSDO.

b. **FAA Form 8060-4.** The DPRE must assure adequate security for FAA Form 8060-4.

1-10. INFORMATION CURRENCY.

a. **Any deficiencies found**, clarifications needed, or improvements to be suggested regarding the content of this order shall be forwarded for consideration to: FAA; **ATTN: Designee Standardization Section (AFS-641)**; P.O. Box 25082; Oklahoma City, OK 73125-0082. Your assistance is welcome. FAA Form 1320-19, Directive Feedback Information, is attached to this order for your convenience. If an interpretation is urgently needed, call the originating office, AFS-641, for guidance at (405) 954-4220. Please use the attached FAA Form 1320-19 as a followup to any verbal conversation.

b. **Use the OTHER COMMENTS block** on FAA Form 1320-19 to provide a complete explanation of why the suggested change is necessary. However, you may correct, as necessary, a copy of the pertinent information, or provide a handwritten note for consideration.

CHAPTER 2. SELECTION AND DESIGNATION OF DPRE'S

2-1. SELECTION.

a. **Candidates for a DPRE designation are selected** by supervising FSDO's when the need for a DPRE has been recognized. Careful consideration is given to the recommendations of parachute lofts, airport managers, and other knowledgeable members of the aviation community. FAA Form 8110-28, shall be completed by the applicant. (See appendix 4 for instructions and disposition of FAA Form 8110-28.) The FAA Form 8110-28 will be sent to the NEB for review of general qualifications. If general qualifications are met, the candidates will be ranked against other candidates by the NEB. The candidate will then be notified by the NEB to take a written test. Once the written test is successfully completed, the applicant will be placed in the candidate pool. The local FSDO will notify the NEB when a need for an examiner exists. The NEB will send the FSDO a list of the three highest ranking candidates from that geographic area. The FSDO either selects one of the candidates or rejects all three. Should the FSDO reject all three candidates, they may not request a new list of candidates for 6 months. Renewal and reinstatement candidates need not go through the NEB process.

b. **A DPRE may be designated to serve** outside the U.S. provided such designation will serve U.S. citizens abroad and the DPRE's activities can be properly supervised by a supervising FSDO. Limitations may be placed on the DPRE as provided by current FAA policy regarding certification of airmen outside the U.S.

2-2. GENERAL REQUIREMENTS FOR DESIGNATION.

- a. **A minimum age of 23 years.**
- b. **Show evidence of a high level of knowledge in the subject areas** required for parachute rigger certification.
- c. **Have held a valid master parachute rigger certificate for 2 years.**
- d. **Have been actively exercising the privileges of a valid master parachute rigger certificate** for 2 years immediately prior to designation.
- e. **Have a good record as a parachute rigger**, as a person engaged in the industry and

community with a reputation for honesty and dependability.

f. **Have satisfactorily completed an Initial Technical Airman Examiner Standardization Seminar** before his or her appointment as a DPRE.

g. **Have a fixed base of operation adequately** equipped to test all level 1, level 2, and level 3 practical projects in each subject area.

(1) The fixed base of operation, equipment, and materials must be adequate for an applicant to demonstrate the basic skills for the certificate and rating sought. The supervising FSDO will monitor the status of equipment periodically to insure compliance.

(2) Tools, equipment, current publications, airworthy assemblies, unairworthy assemblies, subassemblies, operational mockups, materials, etc., required to complete a project assignment must be the type recommended by parachute manufacturers or accepted in the industry.

(3) An applicant must be tested in each subject area; therefore, each fixed base of operation must have equipment and materials to support testing in each subject area for the designation held.

2-3. DELEGATION/RECISION OF A DPRE AUTHORIZATION. U.S. Code Section 44702, as amended, empowers the Administrator to delegate to private persons any function relating to the examination, inspection, and testing of airman applicants, subject to any regulation, supervision, and review which the Administrator may prescribe. Under this section and FAA directives, the Administrator may rescind any such delegation at any time and for any reason deemed appropriate. The Administrator may determine that such a delegation should not be renewed for any reason deemed appropriate.

a. **Proposed termination or nonrenewal.** The FSDO should provide the DPRE with notice and an opportunity to respond to a proposed action to terminate or not renew a designation. FAR Section 183.15(d) contains the general conditions under which designations are terminated.

b. **Notification.** The designee should be notified in writing of the reason(s) for the proposed action. The reason(s) cited should be as specific as possible. The notification should cite any applicable

FAR and/or handbook guidance. When the reasons are supported by examples of unacceptable conduct, examples should be stated. The reasons cited may be supported by documented surveillance or the results of other investigations; however, supporting documents will not be included with the notification to the DPRE.

c. Option to respond. The written notification should give the designee the option to respond in writing or in person. The designee may elect to be accompanied by counsel if responding in person. A record may be made of any meeting held.

(1) The record of any meeting with the DPRE may be in the form of notes taken by a secretary during the meeting, a summary written by the staff of the FSDO after the meeting, or another method.

(2) A copy of the record should be sent to the DPRE by the supervising FSDO. The DPRE may submit comments or propose corrections to the record.

d. FSDO manager's decision. The FSDO manager's decision regarding the termination or nonrenewal of a designation should be provided to the DPRE in writing. The written notification to the DPRE should indicate the reasons for the termination or nonrenewal. The DPRE may request a review of the matter by the regional Flight Standards division manager. If the DPRE wishes to have the regional Flight Standards division manager review the matter, the DPRE must make the request for the review in writing or in person within 10 days of receipt of the written notification of the FSDO manager's decision.

e. Division manager's decision. If the DPRE requests a review by the regional Flight Standards division manager, the DPRE should be advised that the Flight Standards division manager's decision is final. The DPRE will be notified of the Flight Standards division manager's decision and the reasons for that decision.

2-4. TERMINATION. Termination of a DPRE's designation for reasons other than insufficient need for the DPRE's services should be initiated when other means of ensuring the DPRE's conformance to standards are unsuccessful, unfeasible, or inappropriate.

a. Reasons for termination. A designation is terminated by the Administrator for any of the following reasons:

(1) For any reason the Administrator considers appropriate;

(2) Upon the written request of the DPRE;

(3) When there is no longer a need for the DPRE's services; and

(4) Upon a finding by the Administrator that the DPRE has not properly performed the DPRE's duties.

b. Examples. The following are some examples of not properly performing a DPRE's duties:

(1) Unsatisfactory performance in any phase of DPRE duties or responsibilities, including the inability to accept or carry out the supervising FSDO's instructions;

(2) Any actions by the DPRE that may reflect discredit on the FAA, such as misuse of the designation or failure to maintain a reputation for integrity and the dependability in the industry and the community;

(3) The inability of the DPRE to work harmoniously with FSDO personnel or the public;

(4) Evidence that the DPRE's general and/or professional qualifications and requirements were not met at the time of the original designation or at any time thereafter;

(5) A DPRE's inability to demonstrate satisfactory performance during a knowledge and skill evaluation or during an initial or recurrent examiner or job function seminar; or

(6) A DPRE's failure to maintain, or inability to demonstrate, qualifications for any certificate, rating, or examiner designation held.

c. Documentation. Deficiencies in a DPRE's performance should be documented by the FSDO. The DPRE should be notified of these deficiencies and given an opportunity to correct the deficiencies within a 90-day period. The DPRE should be advised by the FSDO that continued poor performance constitutes grounds for termination of the DPRE's designation.

d. Voluntary surrender. A DPRE may voluntarily surrender a designation at any time. This voluntary surrender should be made in writing and be accompanied by the DPRE's FAA Form 8430-9, Certificate of Authority.

CHAPTER 3. DPRE TRAINING, SUPERVISION, AND RENEWAL

3-1. TRAINING. Prospective DPRE's shall satisfactorily complete the Initial Technical Airman Examiner Standardization Seminar before initial designation. Following the standardization seminar, the DPRE shall be coached by personnel from the supervising FSDO in all procedures relevant to the DPRE's duties. The assigned inspector should be present during the first oral and practical tests conducted by the DPRE to provide guidance and training, and to inform the DPRE of the proper test procedures. Specific items of emphasis during the period of training and indoctrination are:

a. Direction and Guidance. The DPRE is expected to call upon the supervising FSDO for advice and guidance, as necessary, for the performance of assigned responsibilities in accordance with prescribed procedures.

b. Reference Materials. The DPRE is expected to have ready access to current FAR's appropriate to parachute rigger certification.

c. Instruction. The DPRE shall receive specific instructions from the supervising FSDO in the proper conduct of oral and practical tests, the execution of the necessary forms, and the proper routing of certification files. Any questions not made clear in this order should be resolved by the supervising FSDO.

d. Availability. DPRE's are expected to make DPRE services available to all applicants on an equitable basis regardless of by whom the applicants are trained or the applicant's geographic area of residence, unless restricted from doing so by the supervising FSDO.

e. Professional Conduct. Each DPRE must represent the Administrator in a manner which will reflect credit on the FAA and must exercise care with respect to the applicant as follows:

- (1) Honor appointments made as promptly as possible.
- (2) Arrange to conduct the oral test in private with the applicant.
- (3) Give undivided attention to the applicant during the testing period.
- (4) Assure that discussion following any test is in private and confidential.

f. Proficiency. A DPRE must maintain a high degree of knowledge in the subject areas required for parachute rigger certification and evaluation techniques.

3-2. RECURRENT TRAINING. Each DPRE is encouraged to attend safety meetings, parachute rigger

seminars, and other programs contributing to the techniques of parachute maintenance and packing. The DPRE's shall schedule themselves once every 2 years for a Recurrent Technical Airman Examiner Standardization Seminar and notify the supervising FSDO. Satisfactory completion of the Initial Technical Airman Examiner Standardization Seminar is a prerequisite for enrollment in a Recurrent Technical Airman Examiner Standardization Seminar. Attendance at this seminar is mandatory.

3-3. SUPERVISION. Each DPRE operates under the direct supervision of the FSDO which holds the designation file.

a. Inspectors who supervise the activities of DPRE's will always welcome the opportunity to discuss procedures and standards with DPRE's upon request to resolve any questions.

b. Each new DPRE will be observed conducting oral and practical tests to determine that the DPRE is familiar with current procedures and standards.

c. When the performance of a parachute rigger who has been tested by a DPRE is found unsatisfactory or other evidence reveals deficient performance by the DPRE, a check of the DPRE's knowledge and certification procedures may be requested by the supervising FSDO.

d. DPRE's shall submit certification files to the supervising FSDO regardless of test results (pass, fail, or test not completed) **within 5 calendar days** of the test date.

3-4. EXPIRATION. All designations expire on October 31 of each year. Those issued in October will expire the following October. The expiration date is shown on the FAA Form 8430-9 that is issued to each DPRE.

3-5. RENEWAL. A designation will be renewed when the supervising FSDO has determined that a need still exists for a DPRE and the DPRE meets the requirements for renewal. The DPRE shall be notified and a new FAA Form 8430-9 will be issued. However, if FAA Form 8430-9 is not damaged or has room for an additional signature on the reverse side, the FSDO inspector shall sign it and include the FSDO number and date. Renewal of DPRE's is not automatic. Renewal may be denied for any reason listed in paragraph 2-4.

a. A meeting of DPRE's should be held by each supervising FSDO annually to discuss DPRE procedures, problems, and designation renewal. At the discretion of the manager of the supervising FSDO, this

meeting may be held in conjunction with the Recurrent Technical Airman Examiner Standardization Seminar. All FSDO inspectors having authority for DPRE's or who approve airman applications or review them should attend the Recurrent Technical Airman Examiner Standardization Seminar.

b. The requirements for the designation must be maintained by each designee when conducting tests.

c. All DPRE's must have satisfactorily completed the Initial Technical Airman Examiner Standardization Seminar.

d. In addition to completion of the Initial Technical Airman Examiner Standardization Seminar, DPRE's must have satisfactorily completed a Recurrent Technical Airman Examiner Standardization Seminar within the preceding 2 years. If necessary, the supervising FSDO may extend the 2-year recurrent training requirement. However, this extension shall not exceed 12 additional months. The DPRE shall schedule himself or herself for recurrent training.

e. A renewal file presented by the DPRE shall include:

(1) New FAA Form 8110-28, Application and Statement of Qualification (DME - DPRE). (See appendix 4.)

(2) A current FAA Form 8430-9.

(3) A record of all oral and practical tests conducted since the issuance or last renewal of designation.

(4) Certificate of training of a Technical Airman Examiner Standardization Seminar.

3-6. KNOWLEDGE AND SKILL. The determination that the DPRE's knowledge and application of current procedures and standards are adequate for renewal of the designation may be based upon attendance at a meeting or seminar conducted for the purpose of standardization. At the discretion of the supervising FSDO, observation by an inspector of a DPRE's conduct of an oral and/or a practical test may be required. It is important for a DPRE to require a level of competency high enough to ensure that safety will not be compromised, yet one that can be realistically met by qualified applicants.

CHAPTER 4. DPRE PRIVILEGES AND LIMITATIONS

4-1. PRIVILEGES. A DPRE is authorized to:

- a. **Accept FAA Form 8610-2 for parachute rigger certificates and ratings.**
- b. **Conduct parachute rigger oral and practical tests** appropriate to FAA Form 8430-9 held by the DPRE.
- c. **Charge each applicant a reasonable fee for services and materials.** The amount of the fee to be asked, and conditions concerning passing or failure as it applies to the fee, should be clearly understood before an FAA Form 8610-2 is accepted by the DPRE.
- d. **Issue temporary parachute rigger certificates to applicants** who have been tested and found qualified for the certificate or rating sought. This privilege may be retained by the supervising FSDO.

4-2. LIMITATIONS. A DPRE shall not:

- a. **Conduct oral and practical tests at locations not listed as a base of operation** on the current FAA Form 8430-9 held by the DPRE, unless authorized by the supervising FSDO.
- b. **Conduct or monitor any portion of FAA airmen written or computer knowledge tests** unless he or she is a Designated Written Test Examiner (hereafter referred to as a DWTE) or a Testing Center Supervisor (hereafter referred to as a TCS).
- c. **Reissue or amend any expired FAA Form 8060-4.**
- d. **Endorse, amend, alter, or issue any permanent airman certificate.**
- e. **Administer oral and practical tests simultaneously** to more than one applicant at a time.
- f. **Exempt any applicant from testing in all subject areas of the test** for any rating sought.
- g. **Combine teaching with testing** during the testing of an applicant.
- h. **Conduct oral and practical tests unless an applicant presents proof of eligibility** as prescribed in FAR Part 65.

i. **Conduct oral and practical tests at the base of operation that appears on the DPRE's FAA Form 8430-9** if the base is not adequately equipped with available equipment and material when the tests are conducted.

j. **Conduct oral and practical tests unless the applicant has passed the required written tests.**

k. **Temporarily suspend a test** to allow applicant further study, then continue the same test at a later time.

4-3. GEOGRAPHICAL AREA.

a. **DPRE's wanting to administer oral and practical parachute rigger tests** outside the geographical area of the DPRE's supervising FSDO must:

- (1) Request authorization in writing from both the supervising FSDO and the FSDO's where the tests will be conducted.
- (2) Provide these FSDO's with the date and address of the testing site in writing.
- (3) Make the request in a timely manner prior to the test date.
- (4) Arrange for and prove to the FSDO in the district where the temporary test site is located that the DPRE has available adequate facilities, equipment, current publications and materials for testing applicants to demonstrate the basic skills necessary for the certificate and/or rating(s) sought.

b. **When permission is granted to the DPRE to administer oral and practical tests** in the area of jurisdiction of another FSDO:

- (1) The DPRE then comes under the jurisdiction of that FSDO.
- (2) Certification files must be submitted to that FSDO.

c. **Requests for testing outside the DPRE's respective regional geographic area** will be denied.

CHAPTER 5. CONDUCTING AND GRADING TESTS

5-1. PREPARATION. DPRE's shall notify the supervising FSDO prior to conducting all oral and practical tests. Plan ahead! Since applicants may have widely differing backgrounds, it will be necessary to review the applicant's experience in order to select appropriate oral questions and practical projects. Try to ask questions and assign projects that will be fair and yet cover all subject areas necessary for certification.

a. A reasonable fee may be charged each applicant for the DPRE's service in administering the oral and practical tests, for handling the forms and reports incident to the issuance of a parachute rigger certificate (or notice of passed and failed ratings), and for the use of the DPRE's facilities, equipment, and materials. A mutual understanding and agreement of the total fee to be charged for the DPRE's services should be reached before the tests are begun. An agreement in writing may be to the advantage of both the DPRE and the applicant.

b. The questions and projects listed in the parachute rigger oral and practical test booklet should be used to administer the oral and practical tests. Substitute questions and projects covering the same general areas may be used if necessary because of differences in available equipment, applicant experience, etc. In such cases, use the performance standard and level of the similar project to determine acceptable performance.

c. Test in each subject area required for the rating sought, even though the applicant may not have used some of the skills in past or present jobs. An applicant must be able to show satisfactory performance in each subject area covered by the test.

d. There is no standard length of time prescribed for parachute rigger oral and practical tests. However, the testing period must be long enough to make a valid determination in each subject area for the rating sought. Before starting the test, advise the applicant when the day's activities will be terminated and when testing will resume if more than 1 day is needed. Testing times are for both the oral and practical tests.

e. Two originals of FAA Form 8610-2 must be received from the applicant before testing begins. FAA Form 8610-2 shall be completed in accordance with Appendix 2, Instructions for completing FAA Form 8610-2, Airman Certificate and/or Rating Application, found in this order. The DPRE or inspector should provide the FAA Form 8610-2, and give detailed instructions for completing it correctly. (Inspector or DPRE may copy appendix 2 of this order to provide to the applicant until FAA Form 8610-2 is revised with written instructions attached.) The applicant must be

advised to read the supplemental information attached to FAA Form 8610-2. (See appendix 2 for examples.)

NOTE: All signatures shall be original, in ink, with the name printed in ink or type written below the signature.

f. Progressive tests are not to be given.

Although it may be necessary to continue a test for more than 1 day, tests should not be allowed to continue for long periods of time.

5-2. APPLICANT ELIGIBILITY. Applicants will be required to furnish identification with a photograph and a signature. If FAA Form 8610-2 is completed at a FSDO, the approving inspector will record the method of identification in REMARKS area of FAA Form 8610-2. The DPRE will verify the applicant's identification prior to testing. If means of identification was provided in the REMARKS area, the DPRE will verify the identification and initial the inspector's entry. (Sample entry: Oklahoma Drivers License No. 123456789). However, if the means of identification was not previously entered in the REMARKS area, the DPRE will make the entry in the REMARKS area. (See appendix 1, figures 1-3 and 1-12 for examples.) The inspector and/or the DPRE shall request a telephone number at which the applicant may be reached during the next 120 days in the event of application problems. The telephone number shall be recorded in the REMARKS area on the reverse side of FAA Form 8610-2.

a. Original FAA Form 8610-2.

(1) All applicants claiming civilian and/or military experience as a basis for qualification, must have the experience evaluated and verified by an inspector before taking the required test. The inspector may, as a matter of office procedures, reproduce and retain copies of FAA Form 8610-2 and documented evidence presented by the applicant. The inspector will:

(a) Evaluate the experience documents and verify, if necessary.

(b) Have the applicant complete FAA Form 8610-2 (two originals). (See appendix 1, figures 1-1 and 1-2 for examples.)

(c) Review FAA Form 8610-2 for completeness, sign and complete block V of FAA Form 8610-2 (both originals), and return them and the experience documents to the applicant, if the applicant meets the experience requirements. Both originals will be retained by the applicant to present to a DPRE or inspector for the oral and practical tests.

(d) Issue FAA Form 8060-7, Airman's Authorization for Written Test, for each rating authorized. (Only inspectors who hold a minimum of a Senior Parachute Rigger certificate are authorized to issue FAA Form 8060-7.

NOTE: FAA Form 8060-7 must accompany the written test answer sheet(s) when submitted to the Airmen Certification Branch (AFS-760) by a designated written test examiner.

(2) Senior parachute rigger applicants:

(a) Original certificate - Show proof of having passed the Senior Parachute Rigger (hereafter referred to as RIG) written test by presenting AC Form 8080-2, or computerized test results. (See appendix 1, figure 1-6 for an example.)

(b) Adding a rating. Show that an inspector has reviewed the applicant's packing experience and found the applicant eligible under FAR Section 65.123.

(3) Master parachute rigger (hereafter referred to as RMP) applicants:

(a) Original certificate:

1 An applicant who does not hold an RIG certification must show proof of having passed the RMP written test, by presenting AC Form 8080-2 or computerized test results.

2 An applicant who holds a RIG certificate must present the airman certificate and show that an inspector has reviewed the applicant's experience and found the applicant eligible under FAR Section 65.119.

(b) Adding a rating. Show that an inspector has reviewed the applicant's packing experience and found the applicant eligible under FAR Section 65.123.

b. Retests. When application is made for a retest after failure of a previous test, the applicant must:

(1) Complete FAA Form 8610-2 (two originals) in accordance with the instructions furnished by the DPRE.

(2) Present an appropriate AC Form 8080-2 or computerize test results (RIG or RMP) if required.

(3) Present his or her original of FAA Form 8610-2 from the previous oral and practical test showing the rating failed.

(4) If the retest is within 30 days of the previous test, present a statement by a person authorized in FAR Section 65.19 that the applicant has received additional instruction for EACH RATING FAILED and

that the applicant is ready for retesting. (See appendix 1, figure 1-5 for an example.)

NOTE: This statement is required only when the applicant failed portions of the test.

c. Applicants for retest will be tested in all subject areas of the oral and/or practical tests for the section(s) listed as failed, that were not taken, or that have expired. Each rating failed must be completely retested. However, applicants who apply for retest within 60 days to the same DPRE who gave the failed test may, at the option of the DPRE, be tested in only the subject areas failed on the previous test.

d. Military Parachute Riggers and former military parachute riggers may be tested in accordance with FAR Section 65.117 at a FSDO ONLY.

5-3. EVALUATING APPLICANT

PERFORMANCE. The applicant shall be informed of the level of performance expected before beginning a project. Required performance levels may be found in the oral and practical test booklet.

a. Each subject area for each rating sought must be tested in the oral and practical tests. See chapter 1, paragraph 1-5, for a list of test subject area identifiers. If testing for a rating was terminated, the DPRE will make an appropriate note in the REMARKS area on the reverse side of FAA Form 8610-2.

b. When it becomes obvious during the test that an applicant cannot perform at an acceptable level and has already failed that subject area, the DPRE may discontinue testing in that subject area and go on to the next subject area. There is no maximum number of questions or projects that may be evaluated in each subject area. When it has been determined that the applicant has already failed a subject area, the DPRE may discontinue testing. However, in some cases it may be advantageous to continue the test to the end so the applicant will know his or her strengths and weaknesses when preparing for retest.

c. Include the following in DPRE observations for evaluating applicant performance:

(1) Approach to the project; proper information and tools; preparation of the parachute (or equipment); and observation of safety precautions;

(2) Cleaning, preparing, and protecting parts; skill in handling tools; thoroughness and cleanliness;

(3) The functions of the units or systems of the assigned project; use of current maintenance repair procedures;

(4) Final inspection for closing and sealing;

- (5) Completion of required forms and records;
- (6) Application of FAR's; and
- (7) Attitude toward safety, manufacturer's recommendations, acceptable industry practices.

5-4. CONDUCTING THE TESTS.

a. Oral Test.

- (1) The oral test may be conducted before, after, or during any phase of the practical test.
- (2) Test each subject area for each rating sought. The subject matter code(s) that appears on the lower half of the applicant's AC Form 8080-2 or computerized test results may be a good reference for determining oral testing areas. Oral questions need not necessarily apply to an assigned practical project.
- (3) At least four oral questions in each subject area shall be utilized to evaluate the knowledge of each applicant. Additional oral questions or exploratory questions may be used, if necessary, to make an objective evaluation. Exploratory questions will not be used to evaluate the applicant for pass/fail of a subject area.
- (4) Questions asked as part of a practical projects or exploratory type of questions used to determine the best test areas, need not be considered as part of the test.
- (5) An applicant's answers to oral questions should show an understanding of the subject and ability to apply knowledge. Do not allow an applicant's skill of oral expression or ability to memorize details affect oral test evaluation.
- (6) Use the oral and practical test booklet to determine if the applicant's answer is acceptable. Be objective in making this determination. The minimum passing grade is 70 percent of the number of oral questions asked in each subject area. Each subject area must be passed for each rating sought.

b. Practical Test.

- (1) Test each subject area for the rating sought. The subject matter code(s) that appear on the lower half of the applicant's AC Form 8080-2 or computerized test results may be a good reference for determining practical testing areas.
- (2) The number of projects necessary for each subject area of the practical test must be determined by the DPRE. The number is expected to vary depending upon the skill and experience of the applicant, the facilities available, the specific projects selected, and many other factors that vary with each test. At least one project in each subject area is needed to judge the skill of

each applicant. Projects may include more than one subject area at the same time.

- (3) The DPRE must personally observe all practical projects being performed by the applicant.
- (4) Use the oral and practical test booklet to determine if the applicant's project is acceptable. Be objective in making this determination. To attain a passing grade, the applicant must meet the performance standard and level for the projects selected in each subject area. If the applicant fails to meet the performance standard and level for a project selected, the DPRE may, at his or her option, give at least four practical projects in that subject area; with a minimum passing grade of 70 percent of the number of practical projects selected. Each subject area must be passed.

c. Test Planning Sheets: Test planning sheets are required for each oral and practical test given. Test planning sheets will be retained by the FSDO in accordance with Order 1350.15B, Records Organization, Transfer, and Destruction Standards. Mark the oral and practical test planning sheets as required by the supervising FSDO, mark the planning sheet for each oral question and practical project assigned. (See appendix 1, figure 1-11 for an example.)

5-5 RECORDING THE RESULTS OF TESTS.

Record the final results of oral and practical tests on the reverse side of FAA Form 8610-2. When the applicant has demonstrated an acceptable level of competence, workmanship, and safety, check the PASS box for that rating; otherwise, check the FAIL box. Make all entries in permanent ink. See paragraph 5-8 if applicant fails.

5-6. WHEN THE APPLICANT PASSES. When the applicant has passed all of the subject areas of both the oral and practical test for a rating, the DPRE who administered the tests shall:

a. Enter the date, signature, and designation (or the FSDO identification number) in the spaces provided on the reverse side of FAA Form 8610-2 (both originals).

b. Require the applicant to complete the APPLICANT'S CERTIFICATION block on the reverse side of FAA Form 8610-2 (both originals), following the DPRE's report. The APPLICANT'S CERTIFICATION block is to verify that the applicant still meets the conditions and requirements of FAR Sections 65.11 and 65.12.

c. Give one original of FAA Form 8610-2 to the applicant.

d. Prepare FAA Form 8060-4 unless otherwise directed by the supervising FSDO. Issue the duplicate copy to the applicant. Forward the original typed copy

with the certification file. (See appendix 1, figures 1-7, 1-8, 1-9, and 1-10 for examples.)

(1) Printed ink entries may be used for the applicant's copy; however, a typewritten original, signed by the issuing DPRE, must accompany the certification file forwarded to the supervising FSDO **within 5 calendar days**. The applicant need not sign the copy that is sent to the FSDO.

(2) Social security numbers will be used as a primary means of associating various records and obtaining information on a particular airman. On original issuance, enter the applicant's social security number in block III of FAA Form 8060-4. (See appendix 1, figure 1-9 for an example.) If a social security number is not provided, enter PENDING in block III. (See appendix 1, figure 1-7 for an example.) On reissuance, the previous certificate number will be used in block III; and, if a social security number is provided, it will be entered above the date of birth. (See appendix 1, figure 1-10 for an example.)

(3) Show the assigned seal symbol in block XIII. See paragraph 5-11.

(4) A master parachute rigger will be issued all type ratings that were on the senior parachute rigger certificate, even though tested on only two types.

(5) Request senior parachute rigger certificate, if held, when the applicant is issued a master parachute rigger certificate. Forward the superseded certificate with the certification file.

5-7. APPLICANTS UNDER 18 YEARS OF AGE.

An applicant who meets the requirements of FAR Part 65, except for Section 65.113(a)(1), may take the parachute rigger tests. However, the applicant must be informed that if the tests are passed, the parachute rigger certificate will not be issued until the applicant's 18th birthday. For applicants under 18 years of age:

a. Do NOT issue FAA Form 8060-4.

b. On the reverse side of FAA Form 8610-2, under the REMARKS area, put the following statement: The applicant is under 18 years of age. Temporary certificate was not issued. (See appendix 1, figure 1-12 for an example.)

c. Send one original of FAA Form 8610-2 to the supervising FSDO **within 5 calendar days**.

d. Give to the applicant the completed and signed original of FAA Form 8610-2 and AC Form 8080-2.

e. Instruct the applicant that upon reaching 18 years of age, the applicant may present his or her original of FAA Form 8610-2 and AC Form 8080-2 to the nearest FSDO or appropriately rated DPRE,

whereupon an FAA Form 8060-4 will be issued with appropriate ratings.

f. When the applicant reaches 18 years of age and presents the appropriate documents, the issuing DPRE shall forward the typed original FAA Form 8060-4; the FAA Form 8610-2 (this is the original that was returned to the applicant at the time certification testing was completed); and the AC Form 8080-2 to the supervising FSDO **within 5 calendar days** after completion of the file. The APPLICANT'S CERTIFICATION block and the FAA INSPECTOR'S REPORT block are the only entries required. AFS-760 is aware of testing procedures for applicants under 18 years of age. The DPRE or inspector should make a copy of the FAA Form 8610-2 for the applicant's records.

5-8. WHEN THE APPLICANT FAILS. When the applicant has failed all or any part of the oral and practical tests:

a. Give a completed and signed original of FAA Form 8610-2 to the applicant. It will serve as notification of the ratings passed or failed. Also, it must be presented to a DPRE for retest. Explain to the applicant that the rating(s) failed will have to be retaken in entirety. (See paragraph 5-2c.)

b. Return to the applicant:

(1) AC Form 8080-2.

(2) FAA Form 8610-2 (original) from all previously failed oral and practical tests.

c. Send the certification file to the supervising FSDO **within 5 calendar days**. DO NOT hold the file until retesting.

5-9. DISPOSITION OF FILES. DPRE's shall carefully check FAA Form 8610-2 to assure that all entries have been properly made. Have the applicant sign his or her copy of FAA Form 8060-4. Check the certification file before the applicant departs from the testing area.

a. Attachments. Check the boxes for each required attachment on the reverse side of FAA Form 8610-2. Record the number of documents in parenthesis following the attachment's name. (See appendix 1, figure 1-12 for an example.) The FAA cannot issue a permanent airman certificate unless all required documents are completed and on file to support the issuance of the certificate. Files without supporting information or required documents will be returned.

b. Files shall be forwarded to the supervising FSDO **within 5 calendar days**.

c. The DPRE is encouraged to keep a copy of FAA Form 8610-2 for a record of oral and practical tests administered.

d. If applicant passes, the DPRE shall provide the following:

To Supervising FSDO:	To Applicant:
(1) One original FAA Form 8610-2. (2) AC Form 8080-2, if required. (3) FAA Form 8060-4 (typed original). (4) AC Form 8060-1, Airman Certificate, if test is for added rating or a senior parachute rigger qualifying for master parachute rigger. (5) If retest, statement complying with FAR Section 65.19(b), if retest is within 30 days of previous test. (6) Test planning sheets. (7) FAA Form 3318, Parachute Rigger Seal Symbol Assignment Card, if seal symbol cards have been assigned to the DPRE.	(1) FAA Form 8060-4 (duplicate) if the supervising FSDO has authorized the DPRE to issue FAA Form 8060-4. (2) Original FAA Form 8610-2.

e. If applicant fails, the DPRE shall provide the following:

To Supervising FSDO:	To Applicant:
(1) One original FAA Form 8610-2. (2) If retest, statement complying with FAR Section 65.19(b), if retest is within 30 days of previous test. (3) Test planning sheets.	(1) One original FAA Form 8610-2. (2) AC Form 8080-2, if required. (3) If retest, FAA Form 8610-2 (original) from previously failed test(s).

f. See the appropriate paragraphs of this order for handling of files for applicants who are under 18 years of age (paragraph 5-7)

5-10. ISSUANCE OF FAA FORM 8060-4, by a DPRE when oral and practical tests are not administered.

a. A new FAA Form 8610-2 is not required in the following instance: The applicant was under 18 years of age when all the required tests were passed, see FAR Section 65.113(a)(1).

b. Require the applicant to complete the APPLICANT'S CERTIFICATION block on the reverse side of FAA Form 8610-2 following the DPRE's report. The APPLICANT'S CERTIFICATION block is

to verify that the applicant still meets the conditions and requirements of FAR Sections 65.11 and 65.12.

c. The inspector or DPRE issuing the FAA Form 8060-4 and submitting the file should not make any entries above the DPRE's signature on the reverse side of FAA Form 8610-2 (with the exception of the REMARKS area). At this time, make the applicant a machine copy (for use in case the certification file is lost).

d. If the applicant meets FAR Section 65.113 for the certificate requested, the DPRE shall provide the following:

To Supervising FSDO:	To Applicant:
(1) FAA Form(s) 8610-2. (2) AC Form(s) 8080-2, if required. (3) FAA Form 8060-4 (typed original). (4) FAA Form 3318, if seal symbol cards assigned.	(1) FAA Form 8060-4 (duplicate). (2) A machine copy of the original FAA Form 8610-2 (for use in case the certification file is lost).

5-11. ASSIGNMENT OF SEAL SYMBOL. At the time of initial certification, each parachute rigger will be assigned an identification seal symbol. The seal symbol assignment card is available from the supervising FSDO and may be obtained by telephone when it is needed. (See appendix 1, figure 1-4 for an example.)

5-12. RECONSTRUCTION OF A LOST CERTIFICATION FILE:

a. A COPY of the original FAA Form 8610-2, and FAA Form 8060-4 with signature on both forms is required. If no copy exists, the information that appeared on the original application, shall be provided on a new FAA Form 8610-2 and FAA Form 8060-4 complete with signatures (applicant, DPRE, and inspector).

b. AFS-760 will furnish the duplicate written test provided they are furnished with the approximate date(s) of the written test or computerized tests.

c. In the upper right-hand block of the FAA Form 8610-2 the wording RECONSTRUCTED FILE must appear in RED INK.

d. All information regarding the certification file must be forwarded through the FSDO or IFO to: FAA; ATTN: Airmen Certification Branch (AFS-760); P.O. Box 25082; Oklahoma City, OK 73125-4940.

TYPE OR PRINT ALL ENTRIES IN INK															Form Approved OMB No. 2120-0022																														
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>U.S. Department of Transportation Federal Aviation Administration</p> </div> <div style="text-align: center;"> <p>AIRMAN CERTIFICATE AND/OR RATING APPLICATION</p> <div style="display: flex; justify-content: space-around; font-size: 0.8em;"> <div> <input type="checkbox"/> MECHANIC <input type="checkbox"/> AIRFRAME <input type="checkbox"/> POWERPLANT </div> <div> <input type="checkbox"/> REPAIRMAN </div> <div> <input checked="" type="checkbox"/> PARACHUTE RIGGER <input checked="" type="checkbox"/> SENIOR <input checked="" type="checkbox"/> SEAT <input checked="" type="checkbox"/> BACK </div> <div> <input type="checkbox"/> MASTER <input checked="" type="checkbox"/> CHEST <input type="checkbox"/> LAP </div> </div> </div> </div>																																													
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I. APPLICANT INFORMATION										<div style="display: flex;"> <div style="flex: 1;"> <p>A. NAME (First, Middle, Last) John Paul Jones</p> <p>B. SOCIAL SECURITY NO. 306-32-9066</p> <p>C. DOB (Mo., Day, Yr.) 08-30-62</p> <p>D. HEIGHT 72 IN.</p> <p>E. WEIGHT 180</p> <p>F. HAIR Black</p> <p>G. EYES Brown</p> <p>H. SEX M</p> <p>I. NATIONALITY (Citizenship) U.S.A.</p> <p>J. PLACE OF BIRTH Gas City, Indiana</p> <p>L. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES (If "Yes," explain on an attached sheet keying to appropriate item number) </p> <p>N. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES </p> </div> <div style="flex: 1; padding-left: 10px;"> <p>K. PERMANENT MAILING ADDRESS 6305 S. W. 59th Street</p> <p>NUMBER AND STREET, P.O. BOX, ETC.</p> <p>Oklahoma City</p> <p>STATE: Oklahoma ZIP CODE: 73119-9999</p> <p>M. DO YOU NOW OR HAVE YOU EVER HELD AN FAA AIRMAN CERTIFICATE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES </p> <p>SPECIFY TYPE: _____</p> <p>DATE OF FINAL CONVICTION: _____</p> </div> </div>																																			
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V. I FIND THIS APPLICANT MEETS THE EXPERIENCE REQUIREMENTS OF FAR 65 AND IS ELIGIBLE TO TAKE THE REQUIRED TESTS										<p>DATE: 10-15-94 INSPECTOR'S SIGNATURE: Walter J. Bridges FAA DISTRICT OFFICE: ASW-FSDO-01</p>																																			
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FIGURE 1-2. FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION
Typical entries for master parachute rigger.

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	<input type="checkbox"/> F. SPECIAL AUTHORIZATION TO TAKE MECHANIC'S ORAL PRACTICAL TEST (FAR 65.80) (1) DATE AUTH (2) DATE AUTH EXPIRES (3) FAA INSPECTOR SIGNATURE (4) FAA DIST. OFC																																																																																																																																																																																										
III. RECORD OF EXPERIENCE	<input type="checkbox"/> A. MILITARY COMPETENCE OBTAINED IN (1) SERVICE (2) RANK OR PAY LEVEL (3) MILITARY SPECIALTY CODE																																																																																																																																																																																										
	<input type="checkbox"/> B. APPLICANTS OTHER THAN FAA CERTIFICATED SCHOOL GRADUATES. LIST EXPERIENCE RELATING TO CERTIFICATE AND RATING APPLIED FOR (Continue on separate sheet, if more space is needed)																																																																																																																																																																																										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">DATES--MONTH AND YEAR</th> <th rowspan="2">EMPLOYER AND LOCATION</th> <th rowspan="2">TYPE WORK PERFORMED</th> </tr> <tr> <th>FROM</th> <th>TO</th> </tr> </thead> <tbody> <tr> <td>01-15-78</td> <td>10-15-94</td> <td>Edmonds Porta-Loft Downtown Air Park, OKC</td> <td>Inspected, repaired, and repacked parachutes under the supervision of master rigger John Edmonds.</td> </tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>											DATES--MONTH AND YEAR		EMPLOYER AND LOCATION	TYPE WORK PERFORMED	FROM	TO	01-15-78	10-15-94	Edmonds Porta-Loft Downtown Air Park, OKC	Inspected, repaired, and repacked parachutes under the supervision of master rigger John Edmonds.																																																																																																																																																																						
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**FIGURE 1-3. FAA FORM 8610-2,
AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE)**
Typical entries for oral and practical test conducted by DPRE.

Results of Oral and Practical Tests									
MECHANIC									
I. GENERAL — Airframe and Powerplant									
ORAL TEST	PASS	<input checked="" type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input checked="" type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
II. AIRFRAME STRUCTURES									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
III. AIRFRAME SYSTEMS AND COMPONENTS									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
IV. POWERPLANT THEORY AND MAINTENANCE									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
V. POWERPLANT SYSTEMS AND COMPONENTS									
ORAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
QUES. NO.									
PRACTICAL TEST	PASS	<input type="checkbox"/>	EXPIRATION DATE:		FAIL	<input type="checkbox"/>			
PROJ. NO.									
DESIGNATED EXAMINER'S REPORT									
I have personally tested this applicant in accordance with pertinent procedures and standards, and									
I HAVE INDICATED THE RESULT AS:		<input checked="" type="checkbox"/> APPROVED (Temporary Certificate issued)				<input type="checkbox"/> APPROVED (Temporary Certificate NOT issued)			
		<input type="checkbox"/> DISAPPROVED				<input type="checkbox"/> FAR 65.80 — ORAL/PRACTICAL PASSED			
ATTACHMENTS:		<input checked="" type="checkbox"/> REPORT OF WRITTEN TEST (1)				<input type="checkbox"/> SUPERSEDED CERTIFICATE			
		<input checked="" type="checkbox"/> FAA FORM 8610-2 (1)				<input checked="" type="checkbox"/> TEMPORARY CERTIFICATE (1)			
DATE TEST COMPLETED		EXAMINER'S SIGNATURE <i>David O. Thompson</i>				DESIGNATION NO. 1902527			
		01-15-94							
APPLICANT'S CERTIFICATION									
THIS BLOCK MUST BE COMPLETED BY THE APPLICANT AT THE TIME OF ISSUANCE OF TEMPORARY CERTIFICATE (FAA FORM 8080-4)									
A. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED?						<input checked="" type="checkbox"/> NO		<input type="checkbox"/> YES If "Yes," explain on an attached sheet.	
B. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES?						<input checked="" type="checkbox"/> NO		<input type="checkbox"/> YES → DATE OF FINAL CONVICTION	
I CERTIFY THAT THE STATEMENTS BY ME ARE TRUE									
A. SIGNATURE <i>John P. Jones</i>						B. DATE 01-15-94			
FAA INSPECTOR'S REPORT									
I HAVE — <input type="checkbox"/> EXAMINED THIS APPLICANT'S PAPERS. <input type="checkbox"/> PERSONALLY TESTED THIS APPLICANT IN ACCORDANCE WITH PERTINENT PROCEDURES AND STANDARDS			WITH THE INDICATED RESULT — <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED				PARACHUTE SEAL SYMBOL ASSIGNED _____ <input type="checkbox"/> ANSWER SHEET GRADED (Military Competency)		
DATE			INSPECTOR'S SIGNATURE				FAA DISTRICT OFFICE		

Oklahoma Driver's License 123456789
PHONE 405 555-1212

6/8/95

FIGURE 1-4. FAA FORM 3318, PARACHUTE RIGGER SEAL SYMBOL ASSIGNMENT CARD

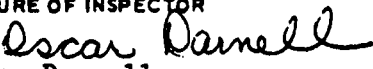
PARACHUTE RIGGER SEAL SYMBOL ASSIGNMENT CARD		SYMBOL 01X
TO BE COMPLETED BY FAA PERSONNEL PRINT OR TYPE - ATTACH TO APPLICATION FILE		
FULL NAME OF PARACHUTE RIGGER (First, middle, last) John Paul Jones		ISSUANCE DATE 01-15-94
SIGNATURE OF INSPECTOR  Oscar Darnell		OFFICE NO. ASW-FSDO-01
FAA Form 3318 (8-63)		FAA AC 67 2616 C (8310)

FIGURE 1-5. EXAMPLE STATEMENT OF ADDITIONAL INSTRUCTION

December 1, 1994

To whom it may concern:

I certify that I have given Mr. Ralph Porter additional instruction in the type ratings failed on the Senior Parachute Rigger oral and practical test taken November 15, 1994.

I consider Mr. Porter ready for retesting.

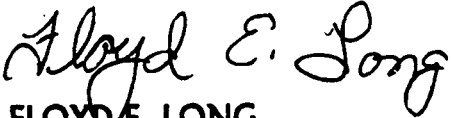

FLOYD E. LONG
Senior Parachute Rigger
Seat, Back, and Chest ratings
1404108

FIGURE 1-6. AC FORM 8080-2, AIRMAN WRITTEN TEST REPORT

DO NOT DESTROY THIS TEST REPORT This Test Report must be presented for retesting or certification		U.S. DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION AIRMAN WRITTEN TEST REPORT (RIS: AC 8080-2)							7979 SSN 333-33-3333						
TEST		GRADES BY SECTION							FAA OFFICE NO.	TEST DATE	EXPIRATION DATE				
TAKE NO.	TITLE	1	2	3	4	5	6	7							
1	RIG	76							ASW 01	10-01-94					
EXPIRATION DATE <i>Last day of month</i>		1096							MECHANICS ONLY - EXPIRATION DATE CODES The first character designates the month; the second and third characters, the year. January through September as shown by numbers 1 through 9; October as "O"; November as "N"; December as "D".						
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> LAST NAME, FIRST MIDDLE EXAMPLES: 8 90 D 90 </div> <div style="margin-top: 10px;"> Muse Glendon Wayman 624 North Falcon Way Mustang OK 73064 </div> </div> <div style="margin-top: 20px;"> <p style="font-size: small; margin: 0;">TO FIND THE SUBJECT MATTER IN WHICH QUESTIONS WERE MISSED, COMPARE THE CODES SHOWN BELOW WITH THOSE LISTED IN THE SUBJECT MATTER OUTLINE CONTAINED IN BOOK FAA-T-8080-9C. APPLICANTS ARE REMINDED THAT AN INDIVIDUAL SUBJECT MATTER CODE OFTEN REPRESENTS MORE THAN ONE INCORRECT TEST QUESTION RESPONSE.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; font-weight: bold; font-size: small;">SECTION</td> <td style="font-weight: bold; font-size: small;">SUBJECT MATTER CODES.</td> </tr> <tr> <td style="text-align: center; padding-top: 10px;">1</td> <td style="padding-top: 10px;">K01 L02 L03 M02 N01 P06 Q01 Q03 R02 T02</td> </tr> </table> </div>									SECTION	SUBJECT MATTER CODES.	1	K01 L02 L03 M02 N01 P06 Q01 Q03 R02 T02	<p style="font-size: small; margin: 0;">When applicable, an authorized instructor may complete and sign this statement:</p> <p style="font-size: small; margin: 5px 0;">I HAVE GIVEN THIS APPLICANT ADDITIONAL INSTRUCTION IN THE SUBJECT AREA(S) FAILED AND CONSIDER THE APPLICANT COMPETENT TO PASS THE TEST.</p> <p style="font-size: small; margin: 0;">LAST _____ INITIAL _____ CERTIFICATE NO. _____ TYPE _____ INSTRUCTOR'S SIGNATURE _____</p> <p style="font-size: x-small; margin: 0;">FRAUDULENT ALTERATION OF THIS FORM BY ANY PERSON IS A BASIS FOR SUSPENSION OR REVOCATION OF ANY CERTIFICATES OR RATINGS HELD BY THAT PERSON.</p>		
SECTION	SUBJECT MATTER CODES.														
1	K01 L02 L03 M02 N01 P06 Q01 Q03 R02 T02														
AC Form 8080-2 (12-90) SUPERSEDES PREVIOUS EDITION									ISSUED BY: ADMINISTRATOR FEDERAL AVIATION ADMINISTRATION						

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION		III. CERTIFICATE NO. Pending	
II. TEMPORARY AIRMAN CERTIFICATE			
THIS CERTIFIES THAT		IV. Frank Alvin Adams V. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999	
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR
09-13-52	72 IN.	180	Black
EYES	SEX	NATIONALITY	
Blue	M	U.S.A.	
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of <div style="text-align: center; font-size: 1.2em;">Senior Parachute Rigger</div>			
RATINGS AND LIMITATIONS XII. Seat, Chest, and Back types			
SAMPLE			
XIII. Seal Symbol - KRR			
THIS IS <input checked="" type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE		DATE OF SUPERSEDED AIRMAN CERTIFICATE	
BY DIRECTION OF THE ADMINISTRATOR		EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.	
X. DATE OF ISSUANCE	X. SIGNATURE OF EXAMINER OR INSPECTOR		1404108
06-02-94	<i>Floyd E. Long</i> Floyd E. Long		DATE DESIGNATION EXPIRES
			10-31-94

FIGURE 1-8. FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE

Although this is an original issuance, the superseded airman certificate block will be used if the applicant holds a senior parachute rigger certificate.

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION						III. CERTIFICATE NO. Pending	
ii. TEMPORARY AIRMAN CERTIFICATE							
THIS CERTIFIES THAT		IV. Frank Alvin Adams V. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999					
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY	VI.
09-13-52	72 in.	180	Black	Blue	M	U.S.A.	
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of Master Parachute Rigger							
RATINGS AND LIMITATIONS XII. Seat, Chest, and Back types							
XIII. Seal Symbol - KRR							
THIS IS <input checked="" type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE				DATE OF SUPERSEDED AIRMAN CERTIFICATE 03-21-87			
BY DIRECTION OF THE ADMINISTRATOR				EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO. 1404108			
X. DATE OF ISSUANCE 06-02-94		X. SIGNATURE OF EXAMINER OR INSPECTOR Floyd E. Long		DATE DESIGNATION EXPIRES 10-31-94			
vii. AIRMAN'S SIGNATURE							
FAA Form 8060-4 (8-78) USE PREVIOUS EDITION							

6/8/95

FIGURE 1-9. FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE
Original issuance using social security number as certificate number.

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION		III. CERTIFICATE NO. 306329066	
ii. TEMPORARY AIRMAN CERTIFICATE			
THIS CERTIFIES THAT		IV. Frank Alvin Adams V. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999	
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR EYES SEX NATIONALITY VI.
09-13-52	72 IN.	180	Black Blue M U.S.A.
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of Senior Parachute Rigger			
RATINGS AND LIMITATIONS XII. Seat, Chest, and Back types SAMPLE			
XIII. Seal Symbol - KRR			
THIS IS <input checked="" type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE		DATE OF SUPERSEDED AIRMAN CERTIFICATE	
BY DIRECTION OF THE ADMINISTRATOR		EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.	
X. DATE OF ISSUANCE	X. SIGNATURE OF EXAMINER OR INSPECTOR	1902527	
06-02-94	David O. Thompson	DATE DESIGNATION EXPIRES	
		10-31-94	
FAA Form 8060-4 (8-79) USE PREVIOUS EDITION			

vii. AIRMAN'S SIGNATURE

FIGURE 1-10. FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE
Reissuance retaining original certificate number. Social security number provided.

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION						III. CERTIFICATE NO. 123456	
ii. TEMPORARY AIRMAN CERTIFICATE							
THIS CERTIFIES THAT		IV. Frank Alvin Adams v. 2530 S.W. 57th Street Oklahoma City, OK 73119-9999 306329066					
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	VI. NATIONALITY	
09-13-52	72 IN.	180	Black	Blue	M	U.S.A.	
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of Senior Parachute Rigger							
RATINGS AND LIMITATIONS XII. Seat, Chest, and Back types							
XIII. Seal Symbol - KRR SAMPLE							
THIS IS <input type="checkbox"/> AN ORIGINAL ISSUANCE <input checked="" type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE				DATE OF SUPERSEDED AIRMAN CERTIFICATE 09-10-85			
BY DIRECTION OF THE ADMINISTRATOR				EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.			
X. DATE OF ISSUANCE 06-02-94		X. SIGNATURE OF EXAMINER OR INSPECTOR <i>Floyd E. Long</i> Floyd E. Long		1404108		DATE DESIGNATION EXPIRES 10-31-94	
vii. AIRMAN'S SIGNATURE							
FAA Form 8060-4 (8-78) USE PREVIOUS EDITION							

FIGURE 1-11. EXAMPLE TEST PLANNING SHEET

PARACHUTE RIGGER ORAL/PRACTICAL TEST PLANNING SHEET

SENIOR ☐ BACK ☐ CHEST ☐ SEAT ☐ MASTER ☐ BACK ☐ CHEST ☐ SEAT

INSTRUCTIONS FOR MARKING THE TEST PLANNING SHEET

1. Mark the above circle/s for the test/s you are planning.

2. Highlight or mark the ORAL QUESTIONS and PRACTICAL PROJECTS you plan to use.

3. Following the applicant's response or skill demonstration, mark (P) for pass, or (F) for fail.

The questions and projects are arranged in vertical sequence as indicated by the numbers.

ORAL TEST

	A	B	C	D	E	F	G
1	(P)	(F)	(F)	(F)	(F)	(F)	(F)
2	(P)	(F)	(F)	(F)	(F)	(F)	(F)
3	(P)	(F)	(F)	(F)	(F)	(F)	(F)
4	(P)	(F)	(F)	(F)	(F)	(F)	(F)
5	(P)	(F)	(F)	(F)	(F)	(F)	(F)
6	(P)	(F)	(F)	(F)	(F)	(F)	(F)
7	(P)	(F)	(F)	(F)	(F)	(F)	(F)
8	(P)	(F)	(F)	(F)	(F)	(F)	(F)
9	(P)	(F)	(F)	(F)	(F)	(F)	(F)
10	(P)	(F)	(F)	(F)	(F)	(F)	(F)
11	(P)	(F)	(F)	(F)	(F)	(F)	(F)
12	(P)	(F)	(F)	(F)	(F)	(F)	(F)
13	(P)	(F)	(F)	(F)	(F)	(F)	(F)
14	(P)	(F)	(F)	(F)	(F)	(F)	(F)
15	(P)	(F)	(F)	(F)	(F)	(F)	(F)
16	(P)	(F)	(F)	(F)	(F)	(F)	(F)
17	(P)	(F)	(F)	(F)	(F)	(F)	(F)
18	(P)	(F)	(F)	(F)	(F)	(F)	(F)
19	(P)	(F)	(F)	(F)	(F)	(F)	(F)
20	(P)	(F)	(F)	(F)	(F)	(F)	(F)

PRACTICAL TEST

	A	B	C	D	E	F	G
1	(P)	(F)	(F)	(F)	(F)	(F)	(F)
2	(P)	(F)	(F)	(F)	(F)	(F)	(F)
3	(P)	(F)	(F)	(F)	(F)	(F)	(F)
4	(P)	(F)	(F)	(F)	(F)	(F)	(F)
5	(P)	(F)	(F)	(F)	(F)	(F)	(F)
6	(P)	(F)	(F)	(F)	(F)	(F)	(F)
7	(P)	(F)	(F)	(F)	(F)	(F)	(F)
8	(P)	(F)	(F)	(F)	(F)	(F)	(F)
9	(P)	(F)	(F)	(F)	(F)	(F)	(F)
10	(P)	(F)	(F)	(F)	(F)	(F)	(F)
11	(P)	(F)	(F)	(F)	(F)	(F)	(F)
12	(P)	(F)	(F)	(F)	(F)	(F)	(F)
13	(P)	(F)	(F)	(F)	(F)	(F)	(F)
14	(P)	(F)	(F)	(F)	(F)	(F)	(F)
15	(P)	(F)	(F)	(F)	(F)	(F)	(F)
16	(P)	(F)	(F)	(F)	(F)	(F)	(F)
17	(P)	(F)	(F)	(F)	(F)	(F)	(F)
18	(P)	(F)	(F)	(F)	(F)	(F)	(F)
19	(P)	(F)	(F)	(F)	(F)	(F)	(F)
20	(P)	(F)	(F)	(F)	(F)	(F)	(F)

ORAL

PRACTICAL

APPLICANT NAME _____

TEST DATE _____

DPPE NO. _____

**FIGURE 1-12. FAA FORM 8610-2,
AIRMAN CERTIFICATE AND/OR RATING APPLICATION (REVERSE SIDE)**
Typical entries when applicant is under 18 years of age.

I. GENERAL — Airframe and Powerplant																			
ORAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
QUEST. NO.																			
PRACTICAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
PROJ. NO.																			
II. AIRFRAME STRUCTURES																			
ORAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
QUEST. NO.																			
PRACTICAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
PROJ. NO.																			
III. AIRFRAME SYSTEMS AND COMPONENTS																			
ORAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
QUEST. NO.																			
PRACTICAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
PROJ. NO.																			
IV. POWERPLANT THEORY AND MAINTENANCE																			
ORAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
QUEST. NO.																			
PRACTICAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
PROJ. NO.																			
V. POWERPLANT SYSTEMS AND COMPONENTS																			
ORAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
QUEST. NO.																			
PRACTICAL TEST		PASS <input type="checkbox"/>		EXPIRATION DATE:		FAIL <input type="checkbox"/>													
PROJ. NO.																			

DESIGNATED EXAMINER'S REPORT	
I have personally tested this applicant in accordance with pertinent procedures and standards, and	
<input type="checkbox"/> I HAVE INDICATED THE RESULT AS: <input type="checkbox"/> APPROVED (Temporary Certificate Issued) <input type="checkbox"/> DISAPPROVED	<input checked="" type="checkbox"/> APPROVED (Temporary Certificate NOT issued) <input type="checkbox"/> FAR 65.80 — ORAL/PRACTICAL PASSED
ATTACHMENTS: <input type="checkbox"/> REPORT OF WRITTEN TEST <input checked="" type="checkbox"/> FAA FORM 8810-2 (1)	<input type="checkbox"/> SUPERSEDED CERTIFICATE <input type="checkbox"/> TEMPORARY CERTIFICATE
DATE TEST COMPLETED 01-15-94	EXAMINER'S SIGNATURE <i>David O. Thompson</i> David O. Thompson
	DESIGNATION NO. 1902527

APPLICANT'S CERTIFICATION	
THIS BLOCK MUST BE COMPLETED BY THE APPLICANT AT THE TIME OF ISSUANCE OF TEMPORARY CERTIFICATE (FAA FORM 8080-4)	
A. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? <input type="checkbox"/> NO <input type="checkbox"/> YES If "Yes," explain on an attached sheet.	
B. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES? <input type="checkbox"/> NO <input type="checkbox"/> YES →	
I CERTIFY THAT THE STATEMENTS BY ME ARE TRUE.	
A. SIGNATURE	B. DATE

FAA INSPECTOR'S REPORT	
I HAVE — WITH THE INDICATED RESULT —	
<input type="checkbox"/> EXAMINED THIS APPLICANT'S PAPERS <input type="checkbox"/> PERSONALLY TESTED THIS APPLICANT IN ACCORDANCE WITH PERTINENT PROCEDURES AND STANDARDS.	<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED
DATE	INSPECTOR'S SIGNATURE
PARACHUTE SEAL SYMBOL ASSIGNED _____ <input type="checkbox"/> ANSWER SHEET GRADED (Military Competency)	
FAA DISTRICT OFFICE	

APPENDIX 2. INSTRUCTIONS FOR COMPLETING FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

1. This appendix explains the procedures to be followed when applicants, DPRE's, and inspectors complete FAA Form 8610-2.
 - a. The DPRE or inspector shall provide FAA Form 8610-2 to the applicant.
 - b. Two originals of FAA Form 8610-2 must be completed by the applicant before testing begins.
 - c. The DPRE or inspector shall give detailed instruction(s) for correctly completing FAA Form 8610-2.
 - d. All entries on FAA Form 8610-2 shall be made with permanent ink or typewritten.
 - e. All signatures shall be original, in ink, with name printed in ink or typewritten below the signature.
 - f. All dates shall be six digits. The applicant shall use numeric characters, i.e., 07-09-94 (month-day-year).

2-1. PRIVACY ACT

TEAR OFF BEFORE USE	U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION	SUPPLEMENTAL INFORMATION
AIRMAN CERTIFICATE AND/OR RATING APPLICATION — PRIVACY ACT This supplements the form appearing below, Airman Certificate and/or Rating Application.		
The information on the form is solicited under authority of the Federal Aviation Regulations, Part 65.		
Submission of all the data is mandatory except for Social Security Account Number which is voluntary.		
The purpose of this information is to establish eligibility for certification and/or airman rating.		
The data will be used to identify and evaluate your qualifications and eligibility for the issuance of an airman certificate and/or rating.		
Certification cannot be completed unless the data is complete.		
Disclosure of your Social Security Account Number is optional. Disclosure will facilitate maintenance of your records which are maintained in alphabetical order and cross referenced with your SSAN and airman number to provide prompt access. In event of nondisclosure a unique number will be assigned to your file.		
FAA FORM 8610-2 (2-85)		
<i>Detach this part before using form below</i>		

2. The DPRE or inspector shall advise the applicant to read the **PRIVACY ACT** on FAA Form 8610-2. The **PRIVACY ACT** is to be removed before FAA Form 8610-2 is used. (For an example, see figure 2-1.)

FIGURE 2-2. TOP SECTION

TYPE OR PRINT ALL ENTRIES IN INK		Form Approved OMB No. 2120-0022
U.S. Department of Transportation Federal Aviation Administration		
AIRMAN CERTIFICATE AND/OR RATING APPLICATION		
<input type="checkbox"/> MECHANIC <input type="checkbox"/> AIRFRAME <input type="checkbox"/> POWERPLANT	<input type="checkbox"/> REPAIRMAN (Specify Rating)	<input type="checkbox"/> PARACHUTE RIGGER <input type="checkbox"/> SENIOR <input type="checkbox"/> SEAT <input type="checkbox"/> BACK <input type="checkbox"/> MASTER <input type="checkbox"/> CHEST <input checked="" type="checkbox"/> LAP
APPLICATION FOR: <input type="checkbox"/> ORIGINAL ISSUANCE <input type="checkbox"/> ADDED RATING		

3. The applicant shall complete the **TOP SECTION** of FAA Form 8610-2. (For an example, see figure 2-2.)
 - a. The applicant must check the **PARACHUTE RIGGER** box.
 - b. The applicant must check the appropriate box(es) for the rating(s) sought; i.e., **SENIOR** and/or **MASTER**.
 - c. The applicant must check either the **ORIGINAL ISSUANCE** or the **ADDED RATING** box. The **ADDED RATING** box will only be checked when the applicant has a parachute rigger certificate and is actually adding a rating.

NOTE: No other boxes are checked on the **TOP SECTION** of FAA Form 8610-2 by a parachute rigger applicant.

FIGURE 2-3. BLOCK I—APPLICANT INFORMATION

I. APPLICANT INFORMATION	A. NAME (First, Middle, Last)				K. PERMANENT MAILING ADDRESS	
	B. SOCIAL SECURITY NO		C. DOB (Mo., Day, Yr.)	D. HEIGHT	E. WEIGHT	NUMBER AND STREET, P.O. BOX, ETC.
				IN		
	F. HAIR	G. EYES	H. SEX	I. NATIONALITY (Citizenship)		CITY
	J. PLACE OF BIRTH					STATE
	L. HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED? <input type="checkbox"/> NO <input type="checkbox"/> YES (If "Yes," explain on an attached sheet saying to appropriate item number.)					M. DO YOU NOW OR HAVE YOU EVER HELD AN FAA AIRMAN CERTIFICATE? <input type="checkbox"/> NO <input type="checkbox"/> YES SPECIFY TYPE _____
N. HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES?					<input type="checkbox"/> NO <input type="checkbox"/> YES →	
					DATE OF FINAL CONVICTION	

4. **BLOCK I—APPLICANT INFORMATION** The DPRE or inspector shall warn the applicant to read the fine print. (For an example, see figure 2-3.)

a. **ITEM A—NAME (First, Middle, Last)**

(1) The applicant shall enter his or her legal name; however, for record purposes, no more than one middle name shall be entered. The applicant's name shall not be changed on the subsequent FAA Form 8610-2 unless it is done in accordance with FAR Section 65.16. If the applicant's name exceeds the number of characters allowed (43, including spaces), AVN-460 will make necessary changes to allow for computer acceptance.

(2) If the applicant has no middle name, the applicant shall enter **NMI** (no middle initial) or **NMN** (no middle name).

(3) If the applicant has initial(s) only, the applicant shall enter those initials and then enter **INITIAL ONLY**.

(4) If the applicant is a junior, III, IV, etc., the applicant will so indicate.

NOTE: If the applicant already has an FAA parachute rigger certificate, the name on FAA Form 8610-2 must be the same as the name on the FAA parachute rigger certificate unless it is changed in accordance with FAR Section 65.16.

b. **ITEM B—SOCIAL SECURITY NO**

(1) Completing item B is optional (see **PRIVACY ACT**).

(2) The applicant shall either enter his or her social security number or enter one of the following notations **DO NOT USE** or **NONE**.

c. ITEM C—DOB (Mo. Day Yr)

(1) The applicant shall enter six digits. The applicant shall use numeric characters, i.e., 07-09-45. The applicant shall not enter July 9, 1945.

(2) The DPRE or inspector shall verify the date of birth (DOB). The DOB is a problem area.

(3) The DPRE or inspector shall verify that the DOB is the same as that entered on other FAA certificate(s) held.

d. ITEM D—HEIGHT

(1) The applicant shall enter his or her height in inches. For example, if the applicant is 5'9", the applicant would enter 69.

(2) The applicant will use whole inches only. No fractions shall be used.

e. ITEM E—WEIGHT

(1) The applicant shall enter his or her weight in pounds.

(2) The applicant will use whole pounds only. No fractions shall be used.

f. ITEM F—HAIR

(1) The applicant shall spell out the color of his or her hair or use an abbreviation that cannot be confused with another color.

(2) Acceptable hair colors are: brown, black, blond, gray, and red.

(3) If the applicant is bald, enter BALD.

(4) If the applicant is wearing a wig or toupee, enter the color of hair under the wig or toupee.

g. ITEM G—EYES

(1) The applicant shall spell out the color of his or her eyes or use an abbreviation that cannot be confused with another color.

(2) Acceptable eye colors are: brown, black, blue, hazel, gray, and green.

h. ITEM H—SEX

(1) If the applicant is a male, he will enter M.

(2) If the applicant is a female, she will enter F.

i. ITEM I—NATIONALITY (Citizenship)

(1) The applicant shall enter the country in which he or she maintains citizenship.

(2) The applicant's nationality must be one listed in appendix 3.

(2) **CITY** The applicant shall enter this information above the second dotted line. The **CITY** name shall not exceed 17 characters, including spaces. When necessary, abbreviation should be done in the locale where they are most familiar with local addresses.

(3) **STATE and ZIP CODE** The applicant shall enter this information on the bottom dotted line.

NOTE: If a P.O. Box or Rural Route is used, the applicant must furnish (on a separate sheet of paper) the directions required to find his or her residence. This becomes part of the certification file and must be signed by the applicant. The DPRE or inspector should check the applicant's additional statement for accuracy and to make sure the numbers are not transposed. The following shows an example of an applicant's additional statement.

EXAMPLE: "I live 2 miles north of state highway 12 on Mockingbird Lane. Two-story house with a barn in the back. (This statement must be signed by the applicant.) Two copies are required.

1. **ITEM L—HAVE YOU EVER HAD AN AIRMAN CERTIFICATE SUSPENDED OR REVOKED?**

(1) The applicant shall check either the **YES** box or the **NO** box. (A student pilot's certificate is a pilot certificate.)

(2) If the **YES** box is checked, refer to FAR Sections 65.11(c), 65.11(d)(2), and 65.12.

(3) If the DPRE or applicant does not understand the requirements of FAR Part 65 as it applies to a particular situation, contact the supervising FSDO for clarification and assistance.

m. **ITEM M DO YOU NOW OR HAVE YOU EVER HELD AN FAA AIRMAN CERTIFICATE?**

(1) The applicant shall check either the **YES** box or the **NO** box.

(2) If the applicant checks the **YES** box, the applicant must make an entry by the **SPECIFY TYPE** area.

(3) The types of certificates which shall be entered in the **SPECIFY TYPE** area are: pilot, mechanic, parachute rigger, repairman, etc. (A student pilot's certificate is a pilot certificate.)

NOTE: An IA, DME, DPRE, etc., are not FAA certificates.

n. **ITEM N—HAVE YOU EVER BEEN CONVICTED FOR VIOLATION OF ANY FEDERAL OR STATE STATUTES PERTAINING TO NARCOTIC DRUGS, MARIJUANA, AND DEPRESSANT OR STIMULANT DRUGS OR SUBSTANCES?**

(1) The applicant shall check either the **YES** box or the **NO** box.

(2) If the applicant checks the **YES** box, the applicant must make an entry by the **DATE OF FINAL CONVICTION** area. Refer to FAR Section 65.12.

(3) If the DPRE or applicant does not understand the requirements of FAR Part 65 as it applies to a particular situation, contact the supervising FSDO for clarification and assistance.

FIGURE 2-4. BLOCK III—CERTIFICATE OR RATING APPLIED FOR ON BASIS OF-

III. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF -	<input type="checkbox"/> A. CIVIL EXPERIENCE		<input type="checkbox"/> B. MILITARY EXPERIENCE		<input type="checkbox"/> C. LETTER OF RECOMMENDATION FOR REPAIRMAN (Attach copy)	
	<input type="checkbox"/> D. GRADUATE OF APPROVED COURSE					
	(1) NAME AND LOCATION OF SCHOOL					
	(2) SCHOOL NO.		(3) CURRICULUM FROM WHICH GRADUATED		(4) DATE	
	<input type="checkbox"/> E. STUDENT HAS MADE SATISFACTORY PROGRESS AND IS RECOMMENDED TO TAKE THE ORAL/PRACTICAL TEST (FAR 65.80)					
		(1) SCHOOL NAME		NO		(2) SCHOOL OFFICIAL'S SIGNATURE
<input type="checkbox"/> F. SPECIAL AUTHORIZATION TO TAKE MECHANIC'S ORAL/PRACTICAL TEST (FAR 65.80)		(1) DATE AUTH.	(2) DATE AUTH. EXPIRES	(3) FAA INSPECTOR SIGNATURE		(4) FAA DIST. OFC.

5. **BLOCK II-CERTIFICATE OR RATING APPLIED FOR ON BASIS OF -** (For an example, see figure 2-4.)

a. A parachute rigger applicant will check item A **CIVIL EXPERIENCE** or item B **MILITARY EXPERIENCE**, or both depending on where the required number of parachutes were packed. No other items in block II pertain to parachute rigger applicants.

(1) **ITEM A—CIVIL EXPERIENCE** If practical experience was gained in civil activity, the applicant will check item A.

(2) **ITEM B—MILITARY EXPERIENCE** If practical experience was gained in military activity, the applicant will check item B.

NOTE: If practical experience was gained in both civil activity and military activity, the applicant will check item A and item B.

(3) **ITEM C—LETTER OF RECOMMENDATION FOR REPAIRMAN (ATTACH COPY)** An applicant shall never check item C.

III. RECORD OF EXPERIENCE	A. MILITARY COMPETENCE OBTAINED IN →	(1) SERVICE	(2) RANK OR PAY LEVEL	(3) MILITARY SPECIALTY CODE			
	B. APPLICANTS OTHER THAN FAA CERTIFICATED SCHOOL GRADUATES, LIST EXPERIENCE RELATING TO CERTIFICATE AND RATING APPLIED FOR <i>(Continue on separate sheet, if more space is needed)</i>						
	DATES—MONTH AND YEAR		EMPLOYER AND LOCATION	TYPE WORK PERFORMED			
	FROM	TO					
		SEAT	CHEST	BACK	LAP	FOR MASTER RATING ONLY	PACKED AS A — <input type="checkbox"/> SENIOR RIGGER <input type="checkbox"/> MILITARY RIGGER
C. PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED →							

a. When the applicant has gained all or part of the required experience in the military the following items will be completed:

- (1) **ITEM A(1)—SERVICE** The applicant shall enter the branch of service (i.e., Army, Navy, etc.).
- (2) **ITEM A(2)—RANK OR PAY LEVEL** The applicant shall enter his or her rank or pay level.
- (3) **ITEM A(3)—MILITARY SPECIALTY CODE** The applicant shall enter his or her military specialty code.

b. ITEM B APPLICANTS OTHER THAN FAA CERTIFICATED SCHOOL GRADUATES LIST EXPERIENCE RELATING TO CERTIFICATE AND RATING APPLIED FOR (Continue on Separate Sheet, if more space is needed).

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(a) **DATES-MONTH AND YEAR** The applicant shall enter his or her dates of employment in this area. (The applicant shall use six numeric characters, i.e. Month-Day-Year.)

(b) **EMPLOYER AND LOCATION** The applicant will enter the employer's name and location (city and state) in this area.

(c) **TYPE WORK PERFORMED** The applicant will enter the type of work performed in this area. The type of work must meet the experience requirements of FAR Section 65.119(b)(1) and/or (2). If all of the applicant's experience cannot be recorded in item B, the applicant may use additional sheets of paper. (See appendix 1, figures 1-2, 1-3, and 1-4.)

(4) DPRE's are not required to see the physical documents and records on the FAA Form 8610-2 to satisfy the experience requirements of FAR Section 65.119.

c. **ITEM C—PARACHUTE RIGGER APPLICANTS INDICATE BY TYPE HOW MANY PARACHUTES PACKED.**

(1) **SEAT, CHEST, BACK, and/or LAP.** Senior and master parachute rigger applicants must indicate the number of parachutes packed in the appropriate box.

(2) **SENIOR RIGGER or MILITARY RIGGER.** Master parachute rigger applicants must indicate if these parachutes were packed as a **SENIOR RIGGER** and/or **MILITARY RIGGER** by checking the appropriate box.

NOTE: A master parachute rigger applicant may have packed the necessary number of parachutes without being either a senior or military rigger.

FIGURE 2-6. BLOCK IV—APPLICANT'S CERTIFICATION

IV. APPLICANT'S CERTIFICATION	I CERTIFY THAT THE STATEMENTS BY ME ON THIS APPLICATION ARE TRUE	
	A. SIGNATURE	B. DATE

7. **BLOCK IV—APPLICANT'S CERTIFICATION** (For an example, see figure 2-6.)

a. Prior to the applicant signing block IV the following must be completed:

(1) **ITEM A—SIGNATURE** The inspector will have the applicant review the FAA Form 8610-2 before the applicant signs his or her name. (If the FAA Form 8610-2 was prepared by someone other than the applicant, the applicant should review the FAA Form 8610-2 carefully.)

(a) The FAA Form 8610-2 shall be signed as the applicant normally signs his or her name.

(b) For verification purposes, the inspector shall require the applicant to provide identification showing a photograph and signature.

1 A drivers license, military identification, passport, etc., may be used for verification.

2 The name and number of the document used for verification will be recorded in "REMARKS" area. (See appendix 1, figures 1-2 and 1-12 for an example.)

(2) **ITEM B—DATE** The applicant shall enter the date the FAA Form 8610-2 was signed.

FIGURE 2-7. FOR FAA USE ONLY

[illegible]

FIGURE 2-8. FAA INSPECTOR'S REPORT

FAA INSPECTOR'S REPORT		
I HAVE — <input type="checkbox"/> EXAMINED THIS APPLICANT'S PAPERS <input type="checkbox"/> PERSONALLY TESTED THIS APPLICANT IN ACCORDANCE WITH PERTINENT PROCEDURES AND STANDARDS	WITH THE INDICATED RESULT — <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED	PARACHUTE SEAL SYMBOL ASSIGNED _____ <input type="checkbox"/> ANSWER SHEET GRADED (Military Competency)
DATE	INSPECTOR'S SIGNATURE	FAA DISTRICT OFFICE

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APPENDIX 3. NATIONALITY (CITIZENSHIP) TO BE USED TO COMPLETE BLOCK I OF
FAA FORM 8610-2, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

ADEN	CHANNEL ISLES	GUINEA
AFGHANISTAN	CHILE	GUYANA
ALBANIA	CHINA	HAITI
ALGERIA	CISKEI	HONDURAS
AMERICAN SAMOA	CNTRL AFRICA	HONG KONG
ANDORRA	COLOMBIA	HUNGARY
ANGOLA	COMORO IS	IRELAND
ANTARCTICA	CONGO	ICELAND
ANTIGUA	COSTA RICA	INDIA
APO	CROATIA	INDONESIA
ARCTIC OCEAN	CUBA	IRAN
ARGENTINA	CYPRUS	IRAQ
ARMENIA	CZECH REPUBLIC	ISRAEL
ATLANTIC ISL	CZECHOSLOVAKIA	ITALY
AUSTRALIA	DAHOMY	IVORY COAST
AUSTRIA	DENMARK	JAMAICA
AZERBAIJAN	DJIBOUTI REP	JAPAN
AZORES	DOMINICA	JOHNSTON ISL
BAHAMAS	DOMINICAN REP	JORDAN
BAHRAIN	EAST GERMANY	KAZAKHSTAN
BANGLADESH	ECUADOR	KENYA
BARBADOS	EGYPT	KIRIBATI REP
BELARUS	EL SALVADOR	KOREA
BELGIUM	EQUATOR GUINEA	KUWAIT
BELIZE	ESTONIA	KYRGYZSTAN
BENIN	ETHIOPIA	LAOS
BERMUDA	FAEROES, THE	LATVIA
BHUTAN	FALKLAND ISL	LEBANON
BOLIVIA	FIJI ISLANDS	LEEWARD ISLES
BOSNIA & HERZE	FINLAND	LESOTHO
BOTSWANA	FPO	LIBERIA
BRAZIL	FR AFARS-ISSAS	LIBYA
BRIT HONDURAS	FR POLYNESIA	LIECHTENSTEIN
BRIT VIRGIN IS	FR SOMALILAND	LITHUANIA
BRIT W INDIES	FRANCE	LUXEMBOURG
BRUNEI	FRENCH GUIANA	MACEDONIA
BULGARIA	FRENCH W. IND	MADAGASCAR
BURKINA FASO	GABON	MALAWI
BURMA	GAMBIA, THE	MALAYSIA (A-A)
BURUNDI KINGDM	GAZA STRIP	MALAYSIA (ASIA)
CAMBODIA	GEORGIA	MALDIVES
CAMEROON	GERMANY	MALI
CANADA	GHANA	MALTA
CANAL ZONE	GIBRALTAR	MARIANAS ISLES
CANARY ISLANDS	GREECE	MARSHALL ISL
CANTON-ENDERBY	GREENLAND	MARTINIQUE
CAPE VERDE ISL	GRENADA	MAURITANIA
CAYMAN ISLANDS	GUADELOUPE	MAURITIUS
CEYLON	GUAM	MEXICO
CHAD	GUATEMALA	MICRONESIA

MIDWAY ISLAND
MOLDOVA
MONACO
MONGOLIA
MONTENEGRO
MONTSERRAT
MOROCCO
MOZAMBIQUE
MUSCAT-OMAN
NAMPO -SHOTO
NAURU
NAVASSA
NEPAL
NETHERLANDS
NETHERLANDS ANT
NEW CALDONIA
NEW GUINEA
NEW ZEALAND
NICARAGUA
NIGER
NIGERIA
NORWAY
OMAN
PAKISTAN
PALAU
PALESTINE
PANAMA
PAPUA
PARAGUAY
PERU
PHILIPPINE ISL
POLAND
PORTGSE GUINEA
PORTUGAL
PUERTO RICO

QATAR
REUNION ISLAND
ROMANIA
RWANDA REP
RYUKYU ISLANDS
SAMALIA
SAN MARINO
SAO-TOME PRINC
SAUDI ARABIA
SENEGAL
SERBIA
SEYCHELLES ISL
SIERRA LEONE
SINGAPORE
SLOVAKIA
SLOVENIA
SO AFRICA REP
SO RHODESIA
SOMALI REP
SOVIET UNION
SPAIN
SPANISH SAHARA
SRI SRI LANKA
ST CHRIS NEVIS
ST HELENA COLY
ST KITTS
ST LUCIA
ST VINCENT
SUDAN
SURINAM
SW AFRICA
SWAN ISLAND
SWAZILAND
SWEDEN
SWITZERLAND

SYRIA
TAIWAN
TAIWAN ROC
TAJIKISTAN
TANZANIA
THAILAND
TOGO
TONGA
TRINIDAD & TOB
TRTER PAC ISL
TUNISIA
TURK CAICOS IS
TURKEY
TURKMENISTAN
UAR
UGANDA
UKRAINE
UN AR EMIRATES
UNITED KINGDOM
URUGUAY
UZBEKISTAN
VANUATA
VENEZUELA
VIETNAM
VIRGIN ISLANDS
WAKE ISLAND
WEST GERMANY
WEST INDIES
WESTERN SAMOA
YEMEN
YUGOSLAVIA
ZAIRE
ZAMBIA
ZIMBABWE

STATELESS

APPENDIX 4. FAA FORM 8110-28, APPLICATION AND STATEMENT OF QUALIFICATION (DME-DPRE)

1. FAA Form 8110-28, dated 9/94, is printed in its entirety to acquaint users with the new form. Headers and footers have been omitted in order that the planning sheet may be included in its original size.
2. The form is available through normal distribution channels.

<u>FORM NUMBER</u>	<u>TITLE</u>	<u>NSN</u>	<u>UNIT OF ISSUE</u>
FAA Form 8110-28	Application and Statement of Qualification (DME-DPRE)	0052-00-917-0000	Set

APPLICATION AND STATEMENT OF QUALIFICATION (DME - DPRE)
Supplemental Information and Instructions

Privacy Act

- ▶ The information on the accompanying form is solicited under authority of the Federal Aviation Act.
- ▶ Submission of all the data is mandatory except for the Social Security Number (SSN) which is voluntary.
- ▶ The purpose of this information is to determine your eligibility for designation as a designated mechanic examiner or designated parachute rigger examiner.
- ▶ The data will be used to evaluate your qualifications and eligibility for designation as a mechanic examiner or a parachute rigger examiner.
- ▶ Your application cannot be processed unless the data is complete.
- ▶ Disclosure of your SSN is optional. Disclosure will facilitate maintenance of your records which are maintained in alphabetical order and cross referenced with your SSN and airman number to provide prompt access. In event of nondisclosure, a unique number will be assigned to your file.

Agency Display of Estimated Burden

Public reporting burden of this collection of information is estimated to average 55 minutes per response depending on the complexity. Send comments regarding the accuracy of the estimate or any other aspect of this information collection to the Federal Aviation Administration; ATN: 2120-0033; General Aviation and Commercial Division Branch, AFS-840; 800 Independence Avenue, S.W; Washington, DC 20591

(DETACH ALL SUPPLEMENTAL INFORMATION AND INSTRUCTION SHEETS BEFORE SUBMITTING FORM)

DESIGNATED EXAMINER CANDIDATE APPLICATION PROCEDURES

HOW TO APPLY

For Initial Designations:

1. Complete, sign, and date this form. Answer all applicable questions fully. Use additional sheets of blank paper if you need more space to complete the answers to a question. Be sure to indicate the number of the question you are answering at the top of the blank sheet.
2. Use a separate sheet for each question requiring additional space. Attach all additional blank sheets to this form.
3. Question 7. See definitions and qualification criteria at the end of these instructions.

WHERE TO SEND APPLICATIONS FOR INITIAL DESIGNATION (DME and DPRE Applicants ONLY.)

1. Your completed application form with all attached sheets should be sent to:

Federal Aviation Administration
Designee Standardization Section, AFS-641
ATTN: National Examiner Board
P.O. Box 25082
Oklahoma City, OK 73125-0082

2. **Keep a copy of the application for your personal records.**

WHAT HAPPENS TO YOUR APPLICATION

Your application will be evaluated by the National Examiner Board (NEB) to ensure that you meet the selection criteria for the designation sought. The NEB will advise you by letter whether or not you meet the applicable criteria. If you meet the criteria, the letter from the NEB will state that your application has been accepted and instruct you to complete the examiner predesignation knowledge test. If you do not meet the selection criteria, the NEB will advise you how the deficiency may be corrected. **Do not take the predesignation knowledge test until receiving a letter of acceptance from the NEB.**

Upon receiving notification that your application has been accepted, take the appropriate predesignation knowledge test at any FAA computerized testing center. Request the Aviation Mechanic Examiner Test or the Parachute Rigger Examiner Test. You must forward test results to the NEB within 10 days of the date you complete the test. **Keep a copy of the test report for your personal records.**

Upon receiving the applicant's test report and reviewing the application materials, the NEB will notify the applicant of approval/nonapproval for assignment to the national examiner candidate pool. In accordance with candidates' indicated geographic availability, qualifications, and ranking within the pool, the NEB forwards candidate applications to each FSDO requesting a new designee.

Your application will be kept on file in the NEB candidate pool for a period of 2 years or until you are selected for designation, whichever comes first.

After 2 years, applications of all candidates not selected for designation will be deleted from the NEB pool. An applicant must repeat the application process in order to apply for reassignment to the candidate pool.

EXAMINERS APPLYING FOR RENEWAL, ADDITIONAL AUTHORIZATIONS, AND/OR REINSTATEMENTS.

Examiners applying for renewal, additional authorizations, or reinstatement should complete blocks 1, 2, 4, 5, 6, 7, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, and 22, and return it directly to the designating FSDO. Renewal applications shall be submitted to the designating FSDO 45 days before the examiner's current designation expires.

DESIGNATED EXAMINER CANDIDATE APPLICATION PROCEDURES (Continued)

TYPES OF DESIGNATIONS AND QUALIFICATION CRITERIA

Definition

DME - Designated Mechanic Examiner

General Qualifications

The applicant must:

1. Have held a valid aviation mechanic certificate for 5 years with the rating(s) for which designation is to be issued.
2. Have been actively exercising the privileges of a valid mechanic certificate for 3 years immediately prior to designation.
3. Be at least 23 years of age.
4. Show evidence of a high level of aeronautical knowledge in the subject areas required for aviation mechanic certification in both reciprocating and turbine-engine aircraft.
5. Have a good record as a mechanic, as a person engaged in the industry and community with a reputation for honesty and dependability.
6. Have a fixed-base of operation adequately equipped to exercise the authority of designation.

Definition

DPRE - Designated Parachute Rigger Examiner

General Qualifications

The applicant must:

1. Have held a valid master parachute rigger certificate for 2 years.
2. Have been actively exercising the privileges of a valid master parachute rigger certificate for 2 years immediately prior to designation.
3. Be at least 23 years of age.
4. Show evidence of a high level of knowledge in the subject areas required for the parachute rigger certification.
5. Have a good record as a parachute rigger, as a person engaged in the industry and community with a reputation for honesty and dependability.
6. Have a fixed base of operation adequately equipped to exercise the authority of the designation.

Instructions for Completing FAA Form 8110-28, Application and Statement of Qualification DME-DPRE

1. All entries on FAA Form 8110-28 must be made in permanent ink or typewritten.
2. Read the "PRIVACY ACT" attached to FAA Form 8110-28. Remove the "PRIVACY ACT" portion before submitting FAA Form 8110-28.
3. Complete blocks 1 through 22 as follows:
 - a. Block 1. **NAME (Last, First, Middle).**
 - (1) Enter your legal name. For record purposes, no more than one middle name may be entered.
 - (2) If you have no middle name, enter "NMN" (no middle name) or "NMI" (no middle initial).
 - (3) If you have initial(s) only, enter the initials and then enter "INITIALS ONLY."
 - (4) If you are a junior, III, IV, etc., so indicate.
 - b. Block 2. **PERMANENT MAILING ADDRESS**—Enter all required information, to include Number and Street, P.O. Box, City, State, and Zip Code.

Note: If a P.O. Box or Rural Route is used, you must furnish (on a separate sheet of paper) the directions required to find your residence. This becomes part of the application and must be signed by you, the applicant. The following shows an example of one applicant's additional statement.

Example: "I live 2 miles north of state highway 37 on Peachtree Lane in a two-story house with large barn in the back. (You must sign this statement.)"
 - c. Block 3. **U.S. CITIZEN**—You must check Yes or No.
 - d. Block 3A. **COUNTRY IN WHICH YOU HOLD CITIZENSHIP**—Enter name of country. If dual citizenship is held, indicate the names of both countries.
 - e. Block 4. **SOCIAL SECURITY NUMBER.**
 - (1) Completing Block 4 is optional (see "PRIVACY ACT").
 - (2) Enter your SSN or either "DO NOT USE" or "NONE."
 - f. Block 5. **DATE OF BIRTH**—Use six-digit, numeric characters, i.e., 08-09-60; not August 9, 1960.
 - g. Block 6. **TELEPHONE NUMBER**—Provide a home telephone number and a business telephone number including area code and extension, if applicable.
 - h. Block 7. **DESIGNATION SOUGHT.**
 - (1) DME applicants will check the "Designated Mechanic Examiner" box and will check the "Airframe" rating box for the Airframe rating, the "Powerplant" rating box for the Powerplant rating, or both the "Airframe" and "Powerplant" rating boxes for the Airframe and Powerplant (A&P) rating.
 - (2) DPRE applicants will check the "Designated Parachute Rigger Examiner" box and will check "Seat" rating box for the Seat type rating, the "Back" rating box for the Back type rating, the "Chest" rating box for the Chest type rating, and the "Other" box for other type ratings. If Other is checked it must be explained. DPRE's are required to hold at least two parachute rigger type ratings, i.e.; Seat and Back, Seat and Chest, Back and Chest, etc., and hold a Master Rating.

DESIGNATED EXAMINER CANDIDATE APPLICATION PROCEDURES (Continued)

- i. **Block 7A. FSDO OF JURISDICTION**—From the list on page iii, enter the FSDO that has jurisdiction in the area or location where you are presently located.
- j. **Block 8. EDUCATION AND TRAINING**
 - (1) Dates: Enter the beginning and ending dates of the training that you attended. Use six-digit, numeric characters (i.e., 08-09-60). Do not use August 9, 1960.
 - (2) Name of School: Enter the name of the school where training was received.
 - (3) Curriculum: Enter the school's curriculum; i.e.; Airframe, Powerplant, or Airframe and Powerplant (A&P).
 - (4) Degree or Certificate: Enter the degree or type of certificate received.
- k. **Block 9. FAA CERTIFICATES NOW HELD PERTINENT TO DESIGNATION SOUGHT.**
 - (1) Enter type certificate(s) held—Mechanic or Parachute Rigger.
 - (2) Enter the certificate number for each type certificate.
 - (3) Enter the rating(s) you hold; i.e.; Airframe, Powerplant, Airframe and Powerplant (A&P), Master Rigger.
 - (4) Enter the original date the certificate(s) and rating(s) were issued. (If the certificate was lost and a new one was issued, it will not have the original date of issue).
- l. **Block 10. WORK EXPERIENCE.**
 - (1) Complete the name, address, and telephone number of the employer/organization.
 - (2) Job Title—Enter job title.
 - (3) Dates Employed—Enter dates of employment. Use six-digit, numeric characters (i.e., 08-09-60); not August 9, 1960.
 - (4) Supervisor's Name—Enter the supervisor's name(s).
 - (5) Reason for leaving—Enter reason for leaving this position.
 - (6) Description of Duties—Give a complete description of the duties performed during this period of employment.
- m. **Block 11. LOCATION WHERE DESIGNEE FUNCTIONS WILL BE PERFORMED.**
 - (1) Enter the address (including city, state, and Zip Code) where designee functions will be performed.
 - (2) Enter the telephone number of this location.
- n. **Block 11A. LOCAL FLIGHT STANDARDS DISTRICT OFFICE (FSDO) THAT SERVICES THIS AREA**—From the list on page iii, enter the FSDO that has jurisdiction in the area or location where you will perform the designee duties.
- o. Questions 12 through 19.
 - (1) All questions must be answered "YES" or "NO." Do not leave any question blank. All "YES" answers must be explained on an attached sheet of paper.
 - (2) Give complete details to any questions answered "YES" in Blocks 12 through 19. Additional sheets of paper may be attached, if necessary.
- p. **Block 21. AWARDS PROGRAM**—This block is optional. You may elect to complete this block by filling in the required items.
- q. **Block 22. APPLICANT'S SIGNATURE**—Sign and date the application after reading the statements in this block.

LIST OF FLIGHT STANDARDS DISTRICT OFFICES

ALASKAN REGION (AAL)		ROC FSDO-23 ROCHESTER, NY	HLN FSDO-05 HELENA, MT	FTW FSDO-19 FT. WORTH, TX
ANC FSDO-03 ANCHORAGE, AK		TEB FSDO-25 TETERBORO, NJ	PDX FSDO-09 HILLSBORO, /PORTLAND	HOU FSDO-09 HOUSTON, TX
FAI FSDO-01 FAIRBANKS, AK		GREAT LAKES REGION (AGL)		LBB FSDO-13 LUBBOCK, TX
JNU FSDO-05 JUNEAU, AK		CLE FSDO-25 CLEVELAND, OH	SEA FSDO-01 SEATTLE, WA	LIT FSDO-11 LITTLE ROCK, AR
CENTRAL REGION (ACE)		CMH FSDO-07 COLUMBUS, OH	SLC FSDO-07 SALT LAKE CITY, UT	OKC FSDO-15 OKLA. CITY, OK
DSM FSDO-01 DES MOINES, IA		CVG FSDO-05 CINCINNATI, OH	SOUTHERN REGION (ASO)	
ICT FSDO-07 WICHITA, KS		DPA FSDO-03 WEST CHICAGO, IL	ATL FSDO-11 COLLEGE PARK, GA /ATLANTA	FAT FSDO-17 FRESNO, CA
LNK FSDO-09 LINCOLN, NE		DTW FSDO-23 BELLEVILLE, MI	BHM FSDO-09 BIRMINGHAM, AL	HNL FSDO-13 HONOLULU, HI
MCI FSDO-05 KANSAS CITY, MO		FAR FSDO-21 FARGO, ND	BNA FSDO-03 NASHVILLE, TN	LAS FSDO-19 LAS VEGAS, NV
STL FSDO-03 ST. ANN, MO /ST. LOUIS		GRR FSDO-09 GRAND RAPIDS, MI	CAE FSDO-13 WEST COLUMBIA, SC	LAX FSDO-23 LOS ANGELES, CA
EASTERN REGION (AEA)		IND FSDO-11 INDIANAPOLIS, IN	CLT FSDO-08 CHARLOTTE, NC	LGB FSDO-05 LONG BEACH, CA
ABE FSDO-05 ALLENTOWN, PA		MKE FSDO-13 MILWAUKEE, WI	FII FSDO-17 FT. LAUDERDALE, FL	OAK FSDO-27 OAKLAND, CA
FRG FSDO-11 FARMINGDALE, NY		MSP FSDO-15 MINNEAPOLIS, MN	INT FSDO-05 WINSTON-SALEM, NC	PHX CMO-28 PHOENIX, AZ
AGC FSDO-03 W. MIFFLIN, PA /PITTSBURGH		ORD FSDO-31 SCHILLER PARK, IL	JAN FSDO-07 JACKSON, MS	RAL FSDO-21 RIVERSIDE, CA
ALB FSDO-01 ALBANY, NY		RAP FSDO-27 RAPID CITY, SD	JAX FSDO-16 JACKSONVILLE, FL	RNO FSDO-11 RENO, NV
BAL FSDO-07 BALTIMORE, MD		SBN FSDO-17 SOUTH BEND, IN	LOU FSDO-01 LOUISVILLE, KY	SAC FSDO-25 SACRAMENTO, CA
CRWFSDO-09 CHARLESTON, WV		SPI FSDO-19 SPRINGFIELD, IL	MEM FSDO-04 MEMPHIS, TN	SAN FSDO-09 SAN DIEGO, CA
DCA FSDO-27 CHANTILLY, VA /WASH. DC		NEW ENGLAND REGION (ANE)		SDL FSDO-07 SCOTTSDALE, AZ
HAR FSDO-13 NEW CUMBERLAND, PA /HARRISBURG		BED FSDO-01 BEDFORD, MA	MIA FSDO-19 MIAMI, FL	SJC FSDO-15 SAN JOSE, CA
PHL FSDO-17 PHILADELPHIA, PA		BDL FSDO-03 WINDSOR LOCKS, CT	ORL FSDO-15 ORLANDO, FL	VNY FSDO-01 VAN NUYS, CA
NYC FSDO-15 VALLEY STREAM, NY /JAMAICA		BOS FSDO-02 BOSTON, MA	PIE FSDO-14 ST. PETERSBURG, FL	
PIT FSDO-19 CORAOPOLIS, PA /PITTSBURGH		PWMFSDO-05 PORTLAND, ME	RDU FSDO-06 MORRISVILLE, NC /RALEIGH	International Field Office List
RIC FSDO-21 SANDSTON, VA /RICHMOND		NORTHWEST MOUNTAIN REGION (ANM)		FRA-IFO FRANKFURT
		BIL FSDO-06 BILLINGS, MT	SJU FSDO-21 SAN JUAN, PR	SIN-IFO SINGAPORE
		BOI FSDO-08 BOISE, ID	SOUTHWEST REGION (ASW)	
		CPR FSDO-04 CASPER, WY	ABQ FSDO-01 ALBUQUERQUE, NM	BRX-IFO BRUSSELS
		DEN FSDO-03 DENVER, CO	BTR FSDO-03 BATON ROUGE, LA	LGW-IFO LONDON
		GEG FSDO-02 SPOKANE, WA	DAL FSDO-05 DALLAS, TX	
			DFW FSDO-07 DALLAS, TX /FT. WORTH	

Application and Statement of Qualification (DME - DPRE)

U. S. Department of Transportation
Federal Aviation Administration

1. Name (Last, First, Middle)				3. Are you a U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No If NO, Complete 3a.			
2. Address (Apt. No., Number, Street)				3a. If not a U.S. citizen, name the country			
City		State		Zip			
6. Phone Number Home () Work ()				4. Social Security Number -		5. Date of Birth Month/Day/Year	
7. Designation Sought (Check box below): <input type="checkbox"/> Designated Mechanic Examiner (DME)..... <input type="checkbox"/> Airframe Rating <input type="checkbox"/> Powerplant Rating <input type="checkbox"/> Designated Parachute Rigger Examiner (DPRE)..... <input type="checkbox"/> Seat <input type="checkbox"/> Back <input type="checkbox"/> Chest <input type="checkbox"/> Other				7a. Your FSDO of jurisdiction?			
8. Education and Training, High School Level and Above				HS Diploma <input type="checkbox"/> Yes <input type="checkbox"/> No Year:		GED <input type="checkbox"/> Yes <input type="checkbox"/> No Year:	
<div style="text-align: center;">Dates</div> <div style="display: flex; justify-content: space-between;"> From Mo-Day-Yr To Mo-Day-Yr </div>		Name of School		Curriculum or Study Program		Degree or Certificate Received	
9. FAA Certificates Held Pertinent to Designation Sought							
Type		Certificate Number		Rating		Original Date of Issue	
10. Work Experience: Describe all work experience that pertains to your qualifications for the designation sought. Describe your current or most recent work experience in Block A and work backwards, describing each applicable position you have held during at least the past 5 years. You may describe work experience accrued more than 5 years ago if you wish to do so. Use a separate block for each position described. Include military service if your military experience is pertinent to your application for an examiner designation.							
A. Name of Employer/Organization:				Telephone Number			
Address							
City		State		ZIP			
Job Title:		Dates Employed:			Supervisor's Name:		
Reason for Leaving:							
Description of Duties:							
B. Name of Employer/Organization:				Telephone Number			
Address							
City		State		ZIP			
Job Title:		Dates Employed:			Supervisor's Name:		
Reason for Leaving:							
Description of Duties:							

C. Name of Employer/Organization:		Telephone Number
Address		
City	State	ZIP
Job Title:	Dates Employed:	Supervisor's Name:
Reason for Leaving:		
Description of Duties:		
D. Name of Employer/Organization:		Telephone Number
Address		
City	State	ZIP
Job Title:	Dates Employed:	Supervisor's Name:
Reason for Leaving:		
Description of Duties:		
E. Name of Employer/Organization:		Telephone Number
Address		
City	State	ZIP
Job Title:	Dates Employed:	Supervisor's Name:
Reason for Leaving:		
Description of Duties:		
F. Name of Employer/Organization:		Telephone Number
Address		
City	State	ZIP
Job Title:	Dates Employed:	Supervisor's Name:
Reason for Leaving:		
Description of Duties:		
11. Location Where Designee Functions Will Be Performed:		
Address		Telephone Number:
Street, City, State, ZIP Code		
11A. Local Flight Standards District Office (FSDO) that Services this Area?:		

12. During the last 5 years were you fired from any job? <input type="checkbox"/> Yes <input type="checkbox"/> No	13. Have you ever been convicted of any felony violation? <input type="checkbox"/> Yes <input type="checkbox"/> No	14. Are you now under charges for any violation of law? <input type="checkbox"/> Yes <input type="checkbox"/> No	15. Have you ever been Imprisoned, been on probation, or been on parole? <input type="checkbox"/> Yes <input type="checkbox"/> No
16. Have you ever been convicted by a military court-martial? <input type="checkbox"/> Yes <input type="checkbox"/> No	17. Have you ever been discharged from the military service under a General Discharge? <input type="checkbox"/> Yes <input type="checkbox"/> No	18. Have you ever been discharged from a military service under other than Honorable Conditions? <input type="checkbox"/> Yes <input type="checkbox"/> No	
19. Have you ever been convicted of, or are you now under charges for violation of Federal or State statutes relating to narcotic drugs, marijuana, depressants, or stimulant drugs or substances? <input type="checkbox"/> Yes <input type="checkbox"/> No			
20. Give full details regarding each question in lines 12 through 19 to which you have answered "Yes." <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>			
21. Have you ever participated in the Maintenance Technician Award Program? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the latest year you participated: _____ Check which Phase: <input type="checkbox"/> Phase I – Bronze <input type="checkbox"/> Phase II – Silver <input type="checkbox"/> Phase III – Gold <input type="checkbox"/> Phase IV – Ruby <input type="checkbox"/> Phase V – Diamond			
Remarks <hr/> <hr/> <hr/> <hr/>			
SIGNATURE, RELEASE OF INFORMATION, AND CERTIFICATION – Read Carefully YOU MUST SIGN AND DATE THIS APPLICATION – (You must print or type your name under signature block) <ul style="list-style-type: none"> ● I understand that a false statement on any part of this application will be grounds for not approving this application, for rescinding my eligibility as an examiner candidate, for not designating me, or for terminating any designation I may receive. ● I understand that any information I give may be investigated. ● I consent to the release of information regarding my personal and technical qualifications for designation as a mechanic examiner/parachute rigger examiner by employers, schools, law enforcement agencies, and other individuals and organizations, to investigators, employees of the federal government, and persons not employed by the federal government to whom the Federal Aviation Administration (FAA) has delegated the authority to screen and approve or disapprove aviation mechanic examiner/parachute rigger examiner applications. ● I understand that, if my application is accepted, approval for assignment to the national examiner candidate pool is dependent on satisfactory completion of the predesignation knowledge test with a score of 80 percent or higher. ● I understand that assignment to the national examiner candidate pool does not guarantee selection or designation as a mechanic examiner/parachute rigger examiner and that, if selected, designation is dependent on satisfactory completion of a practical test (demonstration of competency) and satisfactory completion of the Initial Technical Airman Examiner Standardization Seminar. ● I understand that my FAA accident/incident/violation history will be verified at each stage of the application process. ● I understand that designation as a mechanic examiner/parachute rigger examiner is a privilege, not a right, and that any designation received may be terminated, revoked, or not renewed at any time or for any reason the FAA Administrator deems appropriate. ● I certify that, to the best of my knowledge and belief, all of my statements on this application are true, correct, complete, and in good faith. 			
22. Signature of Applicant <i>(Sign application in dark ink.)</i> <hr/>			Date signed <i>(Month, Day, Year)</i> <hr/>

FOR NATIONAL EXAMINER BOARD USE ONLY

(For Original Issuance Only)

☐ Accepted for Predesignation Testing

☐ Not Qualified

Date: _____

Predesignation Test Score: _____

Date of Test: _____

☐ Approved for Pool ☐ Disapproved

Date: _____

Signature of Selection Official: _____

Title: _____

Remove from Candidate Pool if not selected by:

Date: _____

For FAA Use Only (For Renewals, additional Designations, and/or Reinstatements)

National Examiner Board (NEB) Action: ☐ APPROVE ☐ DISAPPROVE

Remarks:

NEB Signature: _____ Date: _____

Referred to: _____ FSDO.

Date: _____

☐ Selected

☐ Declined

Date: _____

Supervising Flight Standards District Office Action: ☐ APPROVE ☐ DISAPPROVE

Remarks:

Principal Maintenance Inspector Signature: _____ Date: _____

Supervising Flight Standards District Office Management Action: ☐ APPROVE ☐ DISAPPROVE

Remarks:

Manager, Flight Standards District Office Signature: _____ Date: _____

Test Activity: (Renewals/Additional Designations Only)

Action: ☐ Renewal ☐ Reinstatement ☐ Additional Authorization

Date of Last Report: _____

The examiner continues to meet the criteria for the original designation

☐ YES

☐ NO

The examiner meets the criteria for the additional authorization sought

☐ YES

☐ NO

☐ NOT APPLICABLE

There is a need for the examiner's services ☐ YES ☐ NO

Inspector's Recommendation: ☐ APPROVE ☐ DISAPPROVE

Reason for Disapproval (Attach additional sheets, if required)



U.S. Department
of Transportation

Federal Aviation
Administration

Directive Feedback Information

Please submit any written comments or recommendations for improving this directive, or suggest new items or subjects to be added to it. Also, if you find an error, please tell us about it.

Subject: Order 8610.5F

TO: **DESIGNEE STANDARDIZATION SECTION, AFS-641**

(Please check all appropriate line items)

- ☐ An error (procedural or typographical) has been noted in paragraph _____ on page _____.
- ☐ Recommend paragraph _____ on page _____ be changed as follows:
(attach separate sheet if necessary)
- ☐ In a future change to this directive, please include coverage on the following subject
(briefly describe what you want added:)
- ☐ Other Comments:
- ☐ I would like to discuss the above. Please contact me.

Submitted by: _____ Date: _____

FTS Telephone Number: _____ Routing Symbol: _____

